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**HOUSING AUTHORITY OF THE  
CITY OF CAPE MAY  
CAPE MAY, NEW JERSEY**

**REPORT ON AUDIT OF  
FINANCIAL STATEMENTS AND  
SUPPLEMENTARY INFORMATION**

**SEPTEMBER 30, 2018**



HOUSING AUTHORITY OF THE CITY OF CAPE MAY

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## INDEPENDENT AUDITOR'S REPORT

June 27, 2019

Board of Commissioners  
Housing Authority of the City of Cape May  
Cape May, New Jersey

### Report on the Financial Statements

We have audited the accompanying financial statements of the Housing Authority of the City of Cape May, ("the Authority"), Cape May, New Jersey, as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

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

### Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error.

Board of Commissioners  
Housing Authority of the City of Cape May

In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Basis for Qualified Opinion

The Authority's proportionate share of the cost sharing State Health Benefits Local Government Retired Employees Plan's net other post-employment benefits ("OPEB") liability and related deferred inflows and outflows of resources have not been reflected in the financial statements as required by accounting principles generally accepted in the United States of America due to the information not being made available by the State of New Jersey. The amount by which this departure would affect the Authority's financial statements has not been determined.

Qualified Opinion

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements referred to above present fairly, in all material respects, the financial position of the Housing Authority of the City of Cape May, Cape May, New Jersey, as of September 30, 2018, and the changes in its financial position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 8, schedule of the Authority's proportionate share of the net pension liability on page 23, and schedule of Authority contributions on page 24 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Board of Commissioners  
Housing Authority of the City of Cape May

Management has omitted the required supplementary information related to the cost sharing OPEB plan that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

*Other Information*

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Authority's basic financial statements. The financial data schedule on pages 25 through 34, reconciliation of capital funds advanced with cost - excess or deficient advances - PHA-owned housing on page 35, and statement of certification of actual modernization costs - completed projects on page 36 are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The financial data schedule, reconciliation of capital funds advanced with cost - excess or deficient advances - PHA-owned housing, and statement of certification of actual modernization costs - completed projects are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the financial data schedule, reconciliation of capital funds advanced with cost - excess or deficient advances - PHA-owned housing, and statement of certification of actual modernization costs - completed projects 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 June 27, 2019, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

  
BARBACANE, THORNTON & COMPANY LLP

**HOUSING AUTHORITY OF THE CITY OF CAPE MAY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS – UNAUDITED**  
**SEPTEMBER 30, 2018**

As management of the Housing Authority of the City of Cape May ("the Authority"), we offer readers of the Authority's financial statements this narrative overview and analysis of the financial activity of the Authority for the year ended September 30, 2018. We encourage readers to consider the information presented here in conjunction with the Authority's financial statements, which begin on page 9.

**FINANCIAL HIGHLIGHTS**

- The assets and deferred outflows of resources of the Authority exceeded its liabilities and deferred inflows as of September 30, 2018 by \$462,254 (net position).
- The Authority's cash and cash equivalents balance as of September 30, 2018 was \$334,476, representing a decrease of \$11,112 from September 30, 2017.
- The Authority had intergovernmental revenues of \$303,362 in HUD operating grants and \$123,203 of capital fund grants (used for operations) for the year ended September 30, 2018.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The financial statements included in this annual report are those of a special-purpose government engaged only in a business-type activity. The following statements are included:

- **Statement of Net Position** – reports the Authority's current financial resources (short-term spendable resources) with capital assets and long-term debt obligations.
- **Statement of Revenues, Expenses, and Changes in Net Position** – reports the Authority's operating and non-operating revenues by major sources, along with operating and non-operating expenses and capital contributions.
- **Statement of Cash Flows** – reports the Authority's net cash from operating, investing, capital, and noncapital related financial activities.

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

**Comparison of 2018 to 2017**

Total assets and deferred outflows of resources decreased by \$185,014, or 12.73 percent, primarily due to a decrease in capital assets (net) and a decrease in deferred outflows related to the pension activity.

**HOUSING AUTHORITY OF THE CITY OF CAPE MAY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS – UNAUDITED (CONTD)**

**SEPTEMBER 30, 2018**

Total liabilities and deferred inflows of resources decreased by \$25,120 or 3.02 percent, primarily due to a decrease in the Authority's proportionate share of the net pension liability, which was slightly offset by an increase in deferred inflows related to the pension activity.

HUD operating grants and capital grants increased in 2018 from 2017 by \$26,568 due to an increase in capital funding provided by HUD.

Administrative expenses increased in 2018 from 2017 by \$5,100 due to additional pension expense recognized in the current year.

Utilities expenses increased in 2018 from 2017 by \$29,836 primarily due to the Authority's energy savings contract expiring during the year.

Depreciation expense decreased in 2018 from 2017 by \$14,799 due to assets being fully depreciated in the prior year.

Maintenance expenses decreased in 2018 from 2017 by \$7,237 due to a decrease in salaries associated with maintenance.

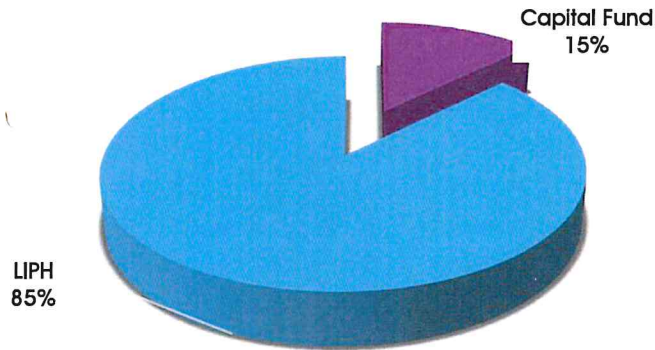
The following table summarizes the condensed statements of net position between September 30, 2018 and 2017:

<u>ENTITY-WIDE</u>	<u>2018</u>	<u>2017</u>
Cash and cash equivalents	\$ 334,476	\$ 345,588
Other current assets	12,282	13,907
Capital assets	732,829	817,955
Deferred outflows	188,987	276,138
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	<u>1,268,574</u>	<u>1,453,588</u>
Current liabilities	99,158	87,004
Noncurrent liabilities	532,782	622,253
Deferred inflows	174,380	122,183
<b>TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES</b>	<u>806,320</u>	<u>831,440</u>
Investment in capital assets	732,829	817,955
Unrestricted (deficit)	(270,575)	(195,807)
<b>TOTAL NET POSITION</b>	<u>\$ 462,254</u>	<u>\$ 622,148</u>

**HOUSING AUTHORITY OF THE CITY OF CAPE MAY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS – UNAUDITED (CONT'D)**

**SEPTEMBER 30, 2018**

**Revenues by Funding Source**



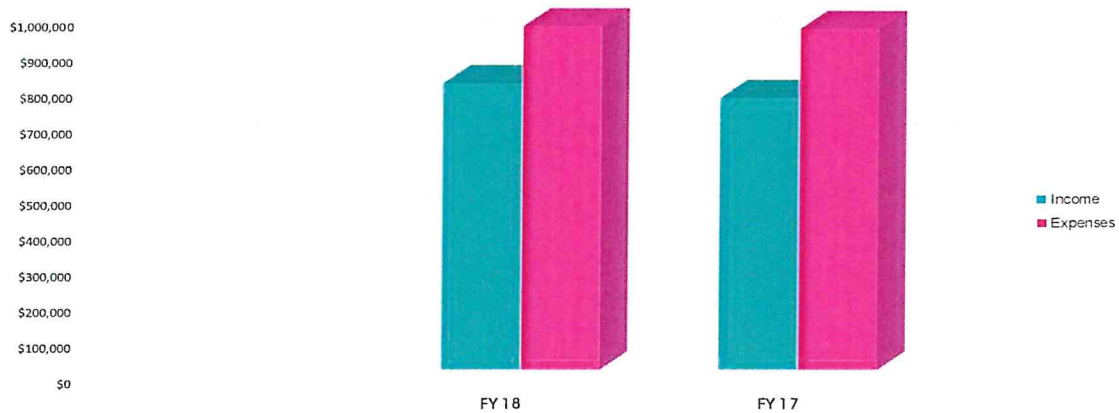
The table below summarizes the condensed statement of revenues, expenses, and changes in net position for the years ended September 30, 2018 and 2017:

	<u>2018</u>	<u>2017</u>
<b>REVENUE:</b>		
Tenant rental revenue	\$ 367,927	\$ 361,758
HUD PHA operating grants	303,362	303,395
Capital grants - soft costs	123,203	96,602
Investment income	585	584
Other revenue	9,506	1,348
<b>TOTAL REVENUE</b>	<u>804,583</u>	<u>763,687</u>
<b>EXPENSES:</b>		
Administration	263,206	258,106
Tenant services	1,375	1,375
Utilities	261,779	231,943
Maintenance	276,869	284,106
General expenses	13,548	16,239
Insurance expenses	28,636	25,584
Depreciation expense	119,064	133,863
Other expense	-	6,440
<b>TOTAL EXPENSES</b>	<u>964,477</u>	<u>957,656</u>
<b>CHANGE IN NET POSITION</b>	(159,894)	(193,969)
<b>NET POSITION, BEGINNING</b>	<u>622,148</u>	<u>816,117</u>
<b>NET POSITION, ENDING</b>	<u>\$ 462,254</u>	<u>\$ 622,148</u>



**HOUSING AUTHORITY OF THE CITY OF CAPE MAY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS – UNAUDITED (CONTD)**  
**SEPTEMBER 30, 2018**

Changes in Income and Expenses FY 18 - FY 17



**CAPITAL ASSET AND DEBT ADMINISTRATION**

*Capital Assets:*

The following table summarizes the changes in capital assets between September 30, 2018 and 2017, respectively:

	<u>2018</u>	<u>2017</u>
Land	\$ 30,200	\$ 30,200
Buildings and building improvements	3,461,033	3,441,700
Furniture, equipment, and machinery- administration	78,690	99,099
Construction in progress	10,355	-
<b>TOTAL CAPITAL ASSETS</b>	<b>3,580,278</b>	<b>3,570,999</b>
Accumulated depreciation	2,847,449	2,753,044
<b>CAPITAL ASSETS, NET</b>	<b>\$ 732,829</b>	<b>\$ 817,955</b>

*Debt:*

As of September 30, 2018 and 2017, the Authority had no outstanding debt.

**HOUSING AUTHORITY OF THE CITY OF CAPE MAY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS – UNAUDITED (CONTD)**

**SEPTEMBER 30, 2018**

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

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

- The reduction of full federal funding from the U.S. Department of HUD.
- Local labor supplies and demand, which can affect salary and wage rates.
- Local inflationary, recessionary, and employment trends, which can affect resident incomes and, therefore, the amount of rental income.
- Inflationary pressure on utility rates, supplies, and other costs.

**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 information should be addressed to the Executive Director, Cape May Housing Authority, 639 Lafayette Court, Cape May, NJ 08204-1518, 609-884-8703.

**HOUSING AUTHORITY OF THE CITY OF CAPE MAY  
CAPE MAY, NEW JERSEY  
STATEMENT OF NET POSITION  
SEPTEMBER 30, 2018**

<b>ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	
<b>CURRENT ASSETS:</b>	
Cash and cash equivalents	\$ 304,669
Tenant security deposits	29,807
Accounts receivable, net	4,625
Prepaid expenses	7,657
Total Current Assets	<u>346,758</u>
<b>NONCURRENT ASSETS:</b>	
Land	30,200
Capital assets, net	692,274
Construction-in-progress	10,355
Total Noncurrent Assets	<u>732,829</u>
<b>TOTAL ASSETS</b>	<u>1,079,587</u>
<b>DEFERRED OUTFLOWS OF RESOURCES:</b>	
Deferred pension expense	<u>188,987</u>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	<u>\$ 1,268,574</u>
<b>LIABILITIES, DEFERRED INFLOWS, AND NET POSITION</b>	
<b>CURRENT LIABILITIES:</b>	
Accounts payable and accrued expenses	\$ 65,642
Accrued compensated absences	3,709
Tenant security deposits	29,807
Total Current Liabilities	<u>99,158</u>
<b>NONCURRENT LIABILITIES:</b>	
Accrued compensated absences	11,128
Net pension liability	521,654
Total Noncurrent Liabilities	<u>532,782</u>
<b>TOTAL LIABILITIES</b>	<u>631,940</u>
<b>DEFERRED INFLOWS OF RESOURCES:</b>	
Deferred pension expense	<u>174,380</u>
<b>NET POSITION:</b>	
Investment in capital assets	732,829
Unrestricted (Deficit)	<u>(270,575)</u>
<b>TOTAL NET POSITION</b>	<u>462,254</u>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION</b>	<u>\$ 1,268,574</u>

The accompanying notes are an integral part of these financial statements.

HOUSING AUTHORITY OF THE CITY OF CAPE MAY  
CAPE MAY, NEW JERSEY  
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION  
FOR THE YEAR ENDED SEPTEMBER 30, 2018

OPERATING INCOME	
Tenant revenue	\$ 367,927
Government operating grants and capital grants (soft costs)	426,565
Other income	9,506
TOTAL OPERATING INCOME	<u>803,998</u>
OPERATING EXPENSES	
Administration	263,206
Tenant services	1,375
Utilities	261,779
Maintenance	276,869
Insurance expense	28,636
General expense	13,548
Depreciation expense	119,064
TOTAL OPERATING EXPENSES	<u>964,477</u>
NET OPERATING LOSS	<u>(160,479)</u>
NONOPERATING INCOME	
Interest on investments	585
TOTAL NONOPERATING INCOME	<u>585</u>
CHANGE IN NET POSITION	(159,894)
NET POSITION, BEGINNING OF YEAR	<u>622,148</u>
NET POSITION, END OF YEAR	<u>\$ 462,254</u>

The accompanying notes are an integral part of these financial statements.

**HOUSING AUTHORITY OF THE CITY OF CAPE MAY  
CAPE MAY, NEW JERSEY  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED SEPTEMBER 30, 2018**

CASH FLOWS FROM OPERATING ACTIVITIES:	
Cash receipts from tenants	\$ 370,653
Cash receipts from HUD	426,565
Other operating cash receipts	9,506
Cash payments to employees for services	(196,571)
Cash payments to suppliers of goods or services	(587,912)
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>22,241</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:	
Purchase of capital assets	<u>(33,938)</u>
NET CASH USED BY CAPITAL AND RELATED FINANCING ACTIVITIES	<u>(33,938)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:	
Interest received	<u>585</u>
NET CASH PROVIDED BY INVESTING ACTIVITIES	<u>585</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS	(11,112)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>345,588</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$ 334,476</u>
CASH FLOWS FROM OPERATING ACTIVITIES:	
Operating loss	\$ (160,479)
Adjustments to reconcile operating loss to net cash provided by operating activities:	
Depreciation expense	119,064
Changes in assets and liabilities:	
Decrease in accounts receivable	2,726
Increase in prepaid expenses	(1,101)
Decrease in deferred outflow of resources - deferred pension expense	87,151
Increase in accounts payable and accrued expenses	12,895
Increase in tenant security deposits	68
Decrease in compensated absences	(3,234)
Increase in deferred inflow of resources - deferred pension expense	52,197
Decrease in net pension liability	(87,046)
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>\$ 22,241</u>
SUMMARY OF CASH:	
Cash and cash equivalents	\$ 304,669
Tenant security deposits	29,807
Total cash and cash equivalents	<u>\$ 334,476</u>

The accompanying notes are an integral part of these financial statements.

HOUSING AUTHORITY OF THE CITY OF CAPE MAY

SEPTEMBER 30, 2018

NOTES TO FINANCIAL STATEMENTS

NOTE 1 ORGANIZATION AND ACTIVITY

The Housing Authority of the City of Cape May ("the Authority") is a nonprofit corporation which was organized under the laws of the State of New Jersey to provide housing for qualified individuals in accordance with the rules and regulations prescribed by HUD. It is not subject to federal or state income taxes, nor is it required to file federal and state income tax returns.

The Authority was created through a resolution of the City Council of the City of Cape May in the County of Cape May, New Jersey in 1964. Organized as a public housing authority ("PHA") as defined by state statute (N.J.S.A. 40A:12A-1, et seq., the Housing Authority Act), the Authority functions under the supervision of the U.S. Department of Housing and Urban Development ("HUD") and the New Jersey State Department of Community Affairs. The Board of Commissioners of the Authority is a seven-member board with members appointed by the Mayor of the City of Cape May.

As of September 30, 2018, the activities of the Authority included the ownership and management of 85 units of public housing in the City of Cape May.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Presentation

The financial statements were prepared in accordance with generally accepted accounting principles ("GAAP") as applicable to governmental units. The Governmental Accounting Standards Board ("GASB") is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. Accounting records are maintained on the accrual basis of accounting, under which revenues are recorded when they are earned and expenses are recorded when the corresponding liabilities are incurred. The Authority applies all relevant GASB pronouncements.

Reporting Entity

The Authority's financial statements include the accounts of all Authority operations.

The Authority's financial statements include the accounts of all Authority operations. The criteria for including organizations within the Authority's reporting entity, as set forth in the Governmental Accounting Standards Board's Codification of Governmental Accounting and Financial Reporting Standards ("GASB Codification"), relate to financial accountability. On the basis of these criteria, the Authority has no other entities that are required to be included in its financial statements, nor is the Authority includable in the financial statements of any other reporting entity.

HOUSING AUTHORITY OF THE CITY OF CAPE MAY

SEPTEMBER 30, 2018

NOTES TO FINANCIAL STATEMENTS

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

Basis of Presentation

The Authority's accounts are organized as an enterprise fund. The operations are accounted for with a set of self-balancing accounts that comprise its assets, deferred inflows of resources, liabilities, deferred outflows of resources, net position, revenues, and expenses. Enterprise funds are used to account for operations that provide a service to the public financed by charges to users of that service and activities for which the periodic measurement of net income is deemed appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Measurement Focus/Basis of Accounting

The Authority's enterprise fund is accounted for on the flow of economic resources measurement focus. Accounting records are maintained on the accrual basis of accounting, under which revenues are recorded when they are earned and expenses are recorded when the corresponding liabilities are incurred.

The Authority adheres to the GASB Codification, which establishes standards for external financial reporting for all state and local governmental entities, which includes a statement of net position; a statement of revenues, expenses, and changes in net position; and a statement of cash flows. It requires the classification of net position into three components – net investment in capital assets, restricted, and unrestricted. These classifications are defined as follows:

- **Net investment in capital assets** – This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year end, the portion of the debt attributable to the unspent proceeds is not included in the calculation of net investment in capital assets. Rather, that portion of the debt is included in the same net position component as the unspent proceeds. In the absence of capital asset related debt, this component of net position is called investment in capital assets.
- **Restricted** – This component of net position consists of constraints placed on net position use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation. It is comprised of assets, net of related liabilities that are required to be set aside by revenue bond covenants for operations, maintenance, and renewal and replacements.

HOUSING AUTHORITY OF THE CITY OF CAPE MAY

SEPTEMBER 30, 2018

NOTES TO FINANCIAL STATEMENTS

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

- **Unrestricted** – This component of net position consists of net position that does not meet the definition of "restricted" or "net investment in capital assets." Administrative expenses are paid with the use of unrestricted resources.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Authority considers all deposit and certificate of deposit accounts with an original maturity of three months or less to be cash equivalents.

Revenue

The major sources of revenue are various operating subsidies and grants received from HUD and rental charges to tenants.

**Federal grant revenue** – Operating subsidies and Capital Fund Program ("CFP") grant revenue received from HUD are susceptible to accrual and are recognized during the fiscal year earned. The Authority generally is entitled to receive monies under an established payment schedule or, for the CFP grant, as expenditures are made.

**Tenant charges** – Tenant charges consist of rental income. Rents are recognized as revenue when assessed. Amounts not received by year end are considered to be accounts receivable, and amounts paid for in the current year for the subsequent fiscal year (if any) are recorded as unearned revenue.

**Other income** – Other income is composed primarily of miscellaneous service fees and is recorded when earned.

Accounts Receivable

Accounts receivable are stated at unpaid balances, less an allowance for doubtful accounts. The Authority provides for losses on accounts receivable using the allowance method. The allowance is based on experience and knowledge about the collectability of individual accounts. Receivables are considered impaired if full principal payments are not received in accordance with the repayment terms. It is the Authority's policy to charge off uncollectible accounts receivable when management determines the receivable will not be collected. As of September 30, 2018, the allowance for doubtful accounts was \$356.



HOUSING AUTHORITY OF THE CITY OF CAPE MAY

SEPTEMBER 30, 2018

NOTES TO FINANCIAL STATEMENTS

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

Budgets and Budgetary Control

The Authority prepares an annual comprehensive budget, as required by N.J.S.A. 40A: 5A-10, the Housing Authority Act, for submission to the New Jersey Department of Community Affairs. The budget includes all operations of the Authority. Unexpended appropriations for annually-budgeted funds lapse at fiscal year end. Original budgets and budget amendments must be approved by Board resolutions. There were no budget amendments during the year ended September 30, 2018.

The Authority's annual budget is prepared on a detailed line item basis. Revenues are budgeted by source. Expenditures are budgeted by function and nature. The total amount of appropriations constitutes the legal level of control.

Capital Assets

Property and equipment are carried at historical cost. All additions and betterments are charged to the property and equipment accounts. Expenditures that enhance the asset or significantly extend the useful life of the asset are considered improvements and are added to the asset's currently capitalized cost. The cost of normal repairs and maintenance are not capitalized. The Authority has no infrastructure fixed assets.

Assets capitalized generally have an original cost of \$2,000 or more and a useful life of more than one year. Depreciation has been provided on each class of depreciable property using the straight-line method. Estimated useful lives are as follows:

Buildings	40 years
Building improvements	10 - 20 years
Furniture, equipment, and machinery	3 - 7 years

Compensated Absences

Employees earn vacation and sick leave in varying amounts based upon length of service. The Authority's policy allows employees to accumulate unused sick leave on an unlimited basis to be taken as needed. Fifty percent of the value of an employee's accumulated sick leave is payable upon retirement, not to exceed \$17,500. A liability for accumulated sick leave for eligible employees is recorded in the financial statements. No accrual for vacation time has been recorded in the financial statements, as the policy states employees are not allowed to carry over unused vacation time earned from year to year.

HOUSING AUTHORITY OF THE CITY OF CAPE MAY

SEPTEMBER 30, 2018

NOTES TO FINANCIAL STATEMENTS

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

Revenues and Expenses

Revenues and expenses are distinguished between operating and nonoperating items. Operating revenues generally result from providing services in connection with the Authority's principal ongoing operations. The principal operating revenues of the Authority are tenant rentals and operating grants from HUD.

Operating expenses include the costs associated with the day-to-day operations of the Authority and depreciation on capital assets. All revenues and expenses not meeting these definitions are reported as nonoperating revenues and expenses.

Use of Restricted/Unrestricted Net Position

When an expense is incurred for purposes for which both restricted and unrestricted net position is available, the Authority's policy is to apply restricted net position first.

Use of Estimates in the Preparation of Financial Statements

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

NOTE 3 DEPOSITS

*Deposits*

Custodial Credit Risk

Custodial credit risk is the risk that in the event of a bank failure, the Authority's deposits may not be returned. At September 30, 2018, the carrying amount of the Authority's deposits was \$334,476, and the bank balance was \$367,098. Of the bank balance, \$250,000 was covered by federal depository insurance, and \$117,098 was covered by the Governmental Unit Depository Protection Act of the State of New Jersey, which requires the institution to pool collateral for all governmental deposits and have the collateral held by an approved custodian in the institution's name.

HOUSING AUTHORITY OF THE CITY OF CAPE MAY

SEPTEMBER 30, 2018

NOTES TO FINANCIAL STATEMENTS

NOTE 4 CAPITAL ASSETS

The changes in capital assets for the year ended September 30, 2018 are as follows:

	Beginning Balance 10/01/17	Additions	Deletions/ Adjustments	Ending Balance 09/30/18
Capital assets not being depreciated:				
Land	\$ 30,200	\$ -	\$ -	\$ 30,200
Construction in progress	-	10,355	-	10,355
Total Capital Assets Not Being Depreciated	<u>30,200</u>	<u>10,355</u>	<u>-</u>	<u>40,555</u>
Capital assets being depreciated:				
Buildings and building improvements	3,441,700	19,333	-	3,461,033
Furniture, equipment, and machinery - administration	99,099	4,250	(24,659)	78,690
Total Capital Assets Being Depreciated	<u>3,540,799</u>	<u>23,583</u>	<u>(24,659)</u>	<u>3,539,723</u>
Accumulated depreciation	<u>2,753,044</u>	<u>119,064</u>	<u>(24,659)</u>	<u>2,847,449</u>
Total Capital Assets Being Depreciated, Net	<u>787,755</u>	<u>(95,481)</u>	<u>-</u>	<u>692,274</u>
CAPITAL ASSETS, NET	<u>\$ 817,955</u>	<u>\$ (85,126)</u>	<u>\$ -</u>	<u>\$ 732,829</u>

NOTE 5 PENSION PLAN

Plan Description

The Authority contributes to the Public Employees Retirement System ("PERS"), a cost-sharing multiple employer defined benefit pension plan administered by the State of New Jersey, Division of Pensions and Benefits ("the Division"). For additional information about PERS, please refer to the Division's Comprehensive Annual Financial Report ("CAFR"), which can be found at [www.state.nj.us/treasury/pensions/annrprts.shtml](http://www.state.nj.us/treasury/pensions/annrprts.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:

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

HOUSING AUTHORITY OF THE CITY OF CAPE MAY

SEPTEMBER 30, 2018

NOTES TO FINANCIAL STATEMENTS

NOTE 5 PENSION PLAN (cont'd)

Service retirement benefits of 1/55th of final average salary for each year of service credit is available to tiers one and two members upon reaching age 60 and to tier three members upon reaching age 62. Service retirement benefits of 1/60th of final average salary for each year of service credit is available to tier four members upon reaching age 62 and tier five members upon reaching age 65. Early retirement benefits are available to tiers one and two before reaching age 60, tiers three and four before age 62 with 25 years or more of service credit, and tier five with 30 or more years of service credit before age 65. Benefits are reduced by a fraction of a percent for each month a member retires prior to the age at which a member can receive an unreduced benefit from age 55 to age 60 if they have at least 25 years of service. Deferred retirement is available to members who have at least 10 years of service credit and have not reached the service retirement age for the respective tier.

Contributions

The contribution policy for PERS is set by N.J.S.A. 15A and requires contributions by all active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's pension contribution is based on an actuarially determined amount which includes the employer portion of the normal cost and an amortization of the unfunded accrued liability. Funding for noncontributory group insurance benefits is based on actual claims paid. The local employers' contribution amounts are based on the actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PERS to contribute 50 percent of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with full payment, and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of the assets. For the year ended June 30, 2018, the rate of the Authority contribution was 13.37 percent of covered payroll. The Authority's contribution to PERS for the year ended September 30, 2018 was \$26,353.

Pension Liability and Expense, and Deferred Outflows and Inflows of Resources

At September 30, 2018, the Authority reported a liability of \$521,654 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2018. The Authority's proportion of the net pension liability was calculated utilizing the employer's contributions to total employer contributions for the year ended June 30, 2018.

At June 30, 2018, the Authority's proportion was 0.0026 percent, which was the same as of June 30, 2017.

HOUSING AUTHORITY OF THE CITY OF CAPE MAY

SEPTEMBER 30, 2018

NOTES TO FINANCIAL STATEMENTS

NOTE 5 PENSION PLAN (cont'd)

For the year ended September 30, 2018, the Authority recognized pension expense of \$78,655. At September 30, 2018, the Authority reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Net difference between projected and actual investment earnings	\$ -	\$ 4,893
Changes in proportions	93,079	-
Changes in assumptions	85,960	166,797
Difference between expected and actual experience	9,948	2,690
	<u>\$ 188,987</u>	<u>\$ 174,380</u>

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

<u>Year Ended September 30,</u>	
2019	\$ 19,132
2020	10,500
2021	(20,432)
2022	(15,645)
2023	5,537
2024	15,515
	<u>\$ 14,607</u>

Actuarial Assumptions

The total pension liability as of June 30, 2018 was determined by rolling forward the system's total pension liability as of the July 1, 2017 actuarial valuation to June 30, 2018 using the following actuarial assumptions, applied to all periods included in the measurement:

- Investment return – 7.00 percent
- Salary increases through 2026 – 1.65% - 4.15%, based on age
- Salary increases thereafter – 2.65% - 5.15% based on age
- Inflation rate – 2.25%

HOUSING AUTHORITY OF THE CITY OF CAPE MAY

SEPTEMBER 30, 2018

NOTES TO FINANCIAL STATEMENTS

NOTE 5 PENSION PLAN (cont'd)

- Pre-retirement mortality rates were based on the RP-2000 Employee Preretirement Mortality Table for male and female active participants. Post-retirement rates were based on the RP-2000 Combined Healthy Male and Female Mortality Tables with adjustments for mortality improvements from the base year of 2013 based on Projection Scale AA.

The actuarial assumptions used in the July 1, 2017 valuation were based on the results of an actuarial experience study for the period July 1, 2011 to June 30, 2014. It is likely that future experience will not exactly conform to these assumptions. To the extent that actual experience deviates from these assumptions, the emerging liabilities may be higher or lower than anticipated. The more the experience deviates, the larger the impact on future financial statements.

In accordance with State statute, the long-term expected rate of return on plan investments (7.00 percent at June 30, 2018) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Divisions 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 weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2018 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-term Expected Real Rate of Return</u>
Absolute Return/Risk Mitigation	5.00%	5.51%
Cash	5.50%	1.00%
U.S. Treasuries	3.00%	1.87%
Investment Grade Credit	10.00%	3.78%
Public High Yield	2.50%	6.82%
Global Diversified Credit	5.00%	7.10%
Credit Oriented Hedge Funds	1.00%	6.60%
Debt Related Private Equity	2.00%	10.63%
Debt Related Real Estate	1.00%	6.61%
Private Real Asset	2.50%	11.83%
Equity Related Real Estate	6.25%	9.23%
U.S. Equity	30.00%	8.19%
Non-U.S. Developed Markets Equity	11.50%	9.00%

HOUSING AUTHORITY OF THE CITY OF CAPE MAY

SEPTEMBER 30, 2018

NOTES TO FINANCIAL STATEMENTS

NOTE 5 PENSION PLAN (cont'd)

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-term Expected Real Rate of Return</u>
Emerging Markets Equity	6.50%	11.64%
Buyouts/Venture Capital	8.25%	13.08%
	100.00%	

Discount Rate

The discount rate used to measure the total pension liability was 5.66 percent as of June 30, 2018. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.00 percent and a municipal bond rate of 3.87 percent as of June 30, 2018 based on the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the contribution rate in the most recent fiscal year. The State employer contributed 50 percent of the actuarially determined contributions, and the local employers contributed 100 percent of their actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2046. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through June 30, 2046, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

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

The following presents the net pension liability, calculated using the discount rate of 5.66 percent, as well as what the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (4.66 percent) or one percentage point higher (6.66 percent) than the current rate.

	1% Decrease 4.66%	Current Rate Discount Rate 5.66%	1% Increase 6.66%
Authority's proportionate share of the net pension liability	\$ 655,654	\$ 521,654	\$ 409,013

HOUSING AUTHORITY OF THE CITY OF CAPE MAY

SEPTEMBER 30, 2018

NOTES TO FINANCIAL STATEMENTS

NOTE 6 DEFICIT NET POSITION

The unrestricted net deficit of \$270,575 as of September 30, 2018 includes the effect of the recognition of the deferred outflows of resources related to differences between expected and actual experience, changes in assumptions, changes in proportion, and the net difference between projected and actual investment earnings offset by the Authority's proportionate share of the net pension liability and changes in assumptions.

NOTE 7 ECONOMIC DEPENDENCY

The Authority is economically dependent upon the subsidies received from HUD.

NOTE 8 SUBSEQUENT EVENTS

The Authority has evaluated all subsequent events through June 27, 2019, the date the financial statements were available to be issued.



**HOUSING AUTHORITY OF THE CITY OF CAPE MAY  
CAPE MAY, NJ**

**REQUIRED SUPPLEMENTARY INFORMATION**

HOUSING AUTHORITY OF THE CITY OF CAPE MAY  
 CAPE MAY, NEW JERSEY  
 SCHEDULE OF THE AUTHORITY'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

REQUIRED SUPPLEMENTARY INFORMATION

	Measurement Date		
	June 30, 2018	June 30, 2017	June 30, 2016
Authority's proportion of the net pension liability	0.0026%	0.0026%	0.0026%
Authority's proportion of the net pension liability - dollar value	\$ 521,654	\$ 608,700	\$ 758,376
Authority's covered employee payroll	\$ 197,105	\$ 181,182	\$ 176,204
Authority's proportionate share of the net pension liability as a percentage of its covered employee payroll	264.66%	335.96%	430.40%
Plan fiduciary net position as a percentage of the total pension liability	52.36%	48.10%	40.14%
			0.0025%
			\$ 561,871
			\$ 172,705
			325.34%
			47.93%

In accordance with GASB Statement No. 68, this schedule has been prepared prospectively. This schedule will accumulate each year until sufficient information to present a ten-year trend is available.

**HOUSING AUTHORITY OF THE CITY OF CAPE MAY  
CAPE MAY, NEW JERSEY  
SCHEDULE OF AUTHORITY CONTRIBUTIONS**

**REQUIRED SUPPLEMENTARY INFORMATION**

	<u>June 30, 2018</u>	<u>June 30, 2017</u>	<u>June 30, 2016</u>	<u>June 30, 2015</u>
Contractually required contribution	\$ 26,353	\$ 24,224	\$ 22,748	\$ 21,519
Contributions in relation to the contractually required contribution	<u>26,353</u>	<u>24,224</u>	<u>22,748</u>	<u>21,519</u>
Contribution excess	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Authority's covered employee payroll	\$ 197,105	\$ 181,182	\$ 176,204	\$ 172,705
Contributions as a percentage of covered employee payroll	13.37%	13.37%	12.91%	12.46%

In accordance with GASB Statement No. 68, this schedule has been prepared prospectively. This schedule will accumulate each year until sufficient information to present a ten-year trend is available.

**HOUSING AUTHORITY OF THE CITY OF CAPE MAY  
CAPE MAY, NJ**

**SUPPLEMENTARY INFORMATION**

Cape May Housing Authority (NJ062)  
CAPE MAY, NJ

Entity-wide Balance Sheet Summary

Fiscal Year End: 09/30/2018

	Project Total	Subtotal	Total
111 Cash - Unrestricted	\$ 304,669	\$ 304,669	\$ 304,669
112 Cash - Restricted - Modernization and Development	-	-	-
113 Cash - Other Restricted	-	-	-
114 Cash - Tenant Security Deposits	29,807	29,807	29,807
115 Cash - Restricted for Payment of Current Liabilities	-	-	-
100 Total Cash	334,476	334,476	334,476
121 Accounts Receivable - PHA Projects	-	-	-
122 Accounts Receivable - HUD Other Projects	303	303	303
124 Accounts Receivable - Other Government	-	-	-
125 Accounts Receivable - Miscellaneous	1,464	1,464	1,464
126 Accounts Receivable - Tenants	1,423	1,423	1,423
126.1 Allowance for Doubtful Accounts - Tenants	(356)	(356)	(356)
126.2 Allowance for Doubtful Accounts - Other	-	-	-
127 Notes, Loans, and Mortgages Receivable - Current	-	-	-
128 Fraud Recovery	1,791	1,791	1,791
128.1 Allowance for Doubtful Accounts - Fraud	-	-	-
129 Accrued Interest Receivable	-	-	-
120 Total Receivables, Net of Allowances for Doubtful Accounts	4,625	4,625	4,625
131 Investments - Unrestricted	-	-	-
132 Investments - Restricted	-	-	-
135 Investments - Restricted for Payment of Current Liability	-	-	-

Cape May Housing Authority (NJ062)  
CAPE MAY, NJ

Entity-wide Balance Sheet Summary

Fiscal Year End: 09/30/2018

	Project Total	Subtotal	Total
142 Prepaid Expenses and Other Assets	7,657	7,657	7,657
143 Inventories	-	-	-
143.1 Allowance for Obsolete Inventories	-	-	-
144 Inter Program Due From	-	-	-
145 Assets Held for Sale	-	-	-
150 Total Current Assets	346,758	346,758	346,758
161 Land	30,200	30,200	30,200
162 Buildings	3,461,033	3,461,033	3,461,033
163 Furniture, Equipment, and Machinery - Dwellings	-	-	-
164 Furniture, Equipment, and Machinery - Administration	78,690	78,690	78,690
165 Leasehold Improvements	-	-	-
166 Accumulated Depreciation	(2,847,449)	(2,847,449)	(2,847,449)
167 Construction-in-progress	10,355	10,355	10,355
168 Infrastructure	-	-	-
160 Total Capital Assets, Net of Accumulated Depreciation	732,829	732,829	732,829
171 Notes, Loans, and Mortgages Receivable - Non-current	-	-	-
172 Notes, Loans, and Mortgages Receivable - Non-current - Past Due	-	-	-
173 Grants Receivable - Non-current	-	-	-
174 Other Assets	-	-	-
176 Investments in Joint Ventures	-	-	-
180 Total Non-current Assets	732,829	732,829	732,829

Cape May Housing Authority (NJ062)  
CAPE MAY, NJ  
Entity-wide Balance Sheet Summary

Fiscal Year End: 09/30/2018

	Project Total	Subtotal	Total
200 Deferred Outflow of Resources	188,987	188,987	188,987
190 Total Assets and Outflow of Resources	1,268,574	1,268,574	1,268,574
311 Bank Overdraft	-	-	-
312 Accounts Payable <= 90 Days	43,046	43,046	43,046
313 Accounts Payable >90 Days Past Due	-	-	-
321 Accrued Wage/Payroll Taxes Payable	2,616	2,616	2,616
322 Accrued Compensated Absences - Current Portion	3,709	3,709	3,709
324 Accrued Contingency Liability	-	-	-
325 Accrued Interest Payable	-	-	-
331 Accounts Payable - HUD PHA Programs	-	-	-
332 Account Payable - PHA Projects	-	-	-
333 Accounts Payable - Other Government	10,248	10,248	10,248
341 Tenant Security Deposits	29,807	29,807	29,807
342 Deferred Revenues	415	415	415
343 Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue Bonds	-	-	-
344 Current Portion of Long-term Debt - Operating Borrowings	-	-	-
345 Other Current Liabilities	1,784	1,784	1,784
346 Accrued Liabilities - Other	7,533	7,533	7,533
347 Inter Program - Due To	-	-	-
348 Loan Liability - Current	-	-	-
310 Total Current Liabilities	99,158	99,158	99,158

Cape May Housing Authority (NJ062)  
 CAPE MAY, NJ  
 Entity-wide Balance Sheet Summary

Fiscal Year End: 09/30/2018

	Project Total	Subtotal	Total
351 Long-term Debt, Net of Current - Capital Projects/Mortgage Revenue	-	-	-
352 Long-term Debt, Net of Current - Operating Borrowings	-	-	-
353 Non-current Liabilities - Other	-	-	-
354 Accrued Compensated Absences - Non-current	11,128	11,128	11,128
355 Loan Liability - Non-current	-	-	-
356 FASB 5 Liabilities	-	-	-
357 Accrued Pension and OPEB Liabilities	521,654	521,654	521,654
350 Total Non-current Liabilities	532,782	532,782	532,782
300 Total Liabilities	631,940	631,940	631,940
400 Deferred Inflows of Resources	174,380	174,380	174,380
508.1 Net Investment in Capital Assets	732,829	732,829	732,829
509.2 Fund Balance Reserved	-	-	-
511.2 Unreserved, Designated Fund Balance	-	-	-
511.1 Restricted Net Position	-	-	-
512.1 Unrestricted Net Position	(270,575)	(270,575)	(270,575)
512.2 Unreserved, Undesignated Fund Balance	-	-	-
513 Total Equity/Net Position	462,254	462,254	462,254
600 Total Liabilities, Deferred Inflows of Resources, and Equity/Net Position	\$ 1,268,574	\$ 1,453,588	\$ 1,268,574



Cape May Housing Authority (NJ062)  
CAPE MAY, NJ

Single Project Revenue and Expense

Fiscal Year End: 09/30/2018

Project Name: NJ062000001

	Low Rent	Capital Fund	Total Project
70300 Net Tenant Rental Revenue	360,102	-	360,102
70400 Tenant Revenue - Other	7,825	-	7,825
70500 Total Tenant Revenue	367,927	-	367,927
70600 HUD PHA Operating Grants	303,362	123,203	426,565
70610 Capital Grants	-	-	-
70710 Management Fee	-	-	-
70720 Asset Management Fee	-	-	-
70730 Bookkeeping Fee	-	-	-
70740 Front Line Service Fee	-	-	-
70750 Other Fees	-	-	-
70700 Total Fee Revenue	-	-	-
70800 Other Government Grants	-	-	-
71100 Investment Income - Unrestricted	585	-	585
71200 Mortgage Interest Income	-	-	-
71300 Proceeds from Disposition of Assets Held for Sale	-	-	-
71310 Cost of Sale of Assets	-	-	-
71400 Fraud Recovery	-	-	-
71500 Other Revenue	9,506	-	9,506
71600 Gain or Loss on Sale of Capital Assets	-	-	-
72000 Investment Income - Restricted	-	-	-
70000 Total Revenue	681,380	123,203	804,583

Cape May Housing Authority (NJ062)  
CAPE MAY, NJ

Single Project Revenue and Expense

Fiscal Year End: 09/30/2018

Project Name: NJ0620000001

	Low Rent	Capital Fund	Total Project
91100 Administrative Salaries	96,938	-	96,938
91200 Auditing Fees	9,600	-	9,600
91300 Management Fee	-	-	-
91310 Bookkeeping Fee	-	-	-
91400 Advertising and Marketing	1,346	-	1,346
91500 Employee Benefit Contributions - Administrative	83,686	-	83,686
91600 Office Expenses	8,579	-	8,579
91700 Legal Expense	16,147	-	16,147
91800 Travel	223	-	223
91810 Allocated Overhead	-	-	-
91900 Other	46,687	-	46,687
91000 Total Operating - Administrative	263,206	-	263,206
92000 Asset Management Fee	-	-	-
92100 Tenant Services - Salaries	-	-	-
92200 Relocation Costs	-	-	-
92300 Employee Benefit Contributions - Tenant Services	-	-	-
92400 Tenant Services - Other	1,375	-	1,375
92500 Total Tenant Services	1,375	-	1,375
93100 Water	90,993	-	90,993
93200 Electricity	170,786	-	170,786
93300 Gas	-	-	-
93400 Fuel	-	-	-

Cape May Housing Authority (NJ062)  
CAPE MAY, NJ

Single Project Revenue and Expense

Fiscal Year End: 09/30/2018

Project Name: NJ0620000001

	Low Rent	Capital Fund	Total Project
93500 Labor	-	-	-
93600 Sewer	-	-	-
93700 Employee Benefit Contributions - Utilities	-	-	-
93800 Other Utilities Expense	-	-	-
93000 Total Utilities	261,779	-	261,779
94100 Ordinary Maintenance and Operations - Labor	96,399	-	96,399
94200 Ordinary Maintenance and Operations - Materials and Other	34,705	-	34,705
94300 Ordinary Maintenance and Operations Contracts	62,397	-	62,397
94500 Employee Benefit Contributions - Ordinary Maintenance	83,368	-	83,368
94000 Total Maintenance	276,869	-	276,869
95100 Protective Services - Labor	-	-	-
95200 Protective Services - Other Contract Costs	-	-	-
95300 Protective Services - Other	-	-	-
95500 Employee Benefit Contributions - Protective Services	-	-	-
95000 Total Protective Services	-	-	-
96110 Property Insurance	12,886	-	12,886
96120 Liability Insurance	9,163	-	9,163
96130 Workmen's Compensation	3,723	-	3,723
96140 All Other Insurance	2,864	-	2,864
96100 Total Insurance Premiums	28,636	-	28,636

Cape May Housing Authority (NJ062)  
CAPE MAY, NJ

Single Project Revenue and Expense

Fiscal Year End: 09/30/2018

Project Name: NJ0620000001

	Low Rent	Capital Fund	Total Project
96200 Other General Expenses	-	-	-
96210 Compensated Absences	2,877	-	2,877
96300 Payments in Lieu of Taxes	10,248	-	10,248
96400 Bad Debt - Tenant Rents	423	-	423
96500 Bad Debt - Mortgages	-	-	-
96600 Bad Debt - Other	-	-	-
96800 Severance Expense	-	-	-
96000 Total Other General Expenses	13,548	-	13,548
96710 Interest of Mortgage (or Bonds) Payable	-	-	-
96720 Interest on Notes Payable (Short and Long-term)	-	-	-
96730 Amortization of Bond Issue Costs	-	-	-
96700 Total Interest Expense and Amortization Cost	-	-	-
96900 Total Operating Expenses	845,413	-	845,413
97000 Excess of Operating Revenue Over Operating Expenses	(164,033)	123,203	(40,830)
97100 Extraordinary Maintenance	-	-	-
97200 Casualty Losses - Non-capitalized	-	-	-
97300 Housing Assistance Payments	-	-	-
97350 HAP Portability - In	-	-	-
97400 Depreciation Expense	119,064	-	119,064
97500 Fraud Losses	-	-	-

Cape May Housing Authority (NJ062)  
CAPE MAY, NJ

Single Project Revenue and Expense

Fiscal Year End: 09/30/2018

Project Name: NJ062000001

	Low Rent	Capital Fund	Total Project
97600 Capital Outlays - Governmental Funds	-	-	-
97700 Debt Principal Payment - Governmental Funds	-	-	-
97800 Dwelling Units Rent Expense	-	-	-
90000 Total Expenses	964,477	-	964,477
10010 Operating Transfer In	123,203	-	123,203
10020 Operating Transfer Out	-	(123,203)	(123,203)
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)	123,203	(123,203)	-
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	(159,894)	-	(159,894)
11020 Required Annual Debt Principal Payments	-	-	-
11030 Beginning Equity	622,148	-	622,148
11040 Prior Period Adjustments, Equity Transfers, and Correction of Errors	-	-	-

Cape May Housing Authority (NJ062)  
CAPE MAY, NJ

Single Project Revenue and Expense

Fiscal Year End: 09/30/2018

Project Name: NJ0620000001

	Low Rent	Capital Fund	Total Project
11050 Changes in Compensated Absence Balance	-	-	-
11060 Changes in Contingent Liability Balance	-	-	-
11070 Changes in Unrecognized Pension Transition Liability	-	-	-
11080 Changes in Special Term/Severance Benefits Liability	-	-	-
11090 Changes in Allowance for Doubtful Accounts - Dwelling Rents	-	-	-
11100 Changes in Allowance for Doubtful Accounts - Other	-	-	-
11170 Administrative Fee Equity	-	-	-
11180 Housing Assistance Payments Equity	-	-	-
11190 Unit Months Available	1,020	-	1,020
11210 Number of Unit Months Leased	1,001	-	1,001
11270 Excess Cash	175,332	-	175,332
11610 Land Purchases	-	-	-
11620 Building Purchases	-	-	-
11630 Furniture and Equipment - Dwelling Purchases	-	-	-
11640 Furniture and Equipment - Administrative Purchases	-	-	-
11650 Leasehold Improvements Purchases	-	-	-
11660 Infrastructure Purchases	-	-	-
13510 CFFP Debt Service Payments	-	-	-
13901 Replacement Housing Factor Funds	-	-	-

**HOUSING AUTHORITY OF THE CITY OF CAPE MAY**  
**CAPE MAY, NEW JERSEY**  
**RECONCILIATION OF CAPITAL FUNDS ADVANCED WITH COST - EXCESS OR DEFICIENT**  
**ADVANCES - PHA-OWNED HOUSING**  
**SEPTEMBER 30, 2018**

	Capital Fund 2018
Funds Approved	\$ 155,346
Funds Expended	22,973
Excess of Funds Approved	\$ 132,373
Funds Advanced	\$ 22,973
Funds Expended	22,973
Excess of Funds Advanced	\$ -

**HOUSING AUTHORITY OF THE CITY OF CAPE MAY**  
**CAPE MAY, NEW JERSEY**  
**STATEMENT OF CERTIFICATION OF ACTUAL MODERNIZATION**  
**COSTS - COMPLETED PROJECTS**  
**SEPTEMBER 30, 2018**

	Project No. NJ39P06250117		
	Approved Budget	Actual Costs	Overrun
Operations	\$ 100,230	\$ 100,230	\$ -
<b>TOTAL COSTS</b>	<b>\$ 100,230</b>	<b>\$ 100,230</b>	<b>\$ -</b>

1. The actual 2017 modernization costs are as shown above.
2. The distribution of costs by major cost accounts as shown on the Annual Statement/Performance and Evaluation Report dated May 3, 2018, accompanying the actual modernization cost certificate submitted to HUD for approval, is in agreement with the Authority's records.
3. All costs have been paid, and all related liabilities have been discharged through payment.
4. There were no budget overruns noted.



**HOUSING AUTHORITY OF THE CITY OF CAPE MAY  
CAPE MAY, NJ**

**OTHER REPORT**



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

June 27, 2019

Board of Commissioners  
Housing Authority of the City of Cape May  
Cape May, New Jersey

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Housing Authority of the City of Cape May ("the Authority"), Cape May, New Jersey as of and for the year ended September 30, 2018, and the related notes to the financial statements, and have issued our report thereon dated June 27, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting ("internal control") to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion 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 Authority's internal control.

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

Board of Commissioners  
Housing Authority of the City of Cape May

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

Compliance and Other Matters

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

Purpose of This Report

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

*Barbacane, Thornton & Company LLP*  
BARBACANE, THORNTON & COMPANY LLP

**HOUSING AUTHORITY OF THE CITY OF CAPE MAY  
CAPE MAY, NJ**

**SCHEDULE OF FINDINGS AND RECOMMENDATIONS**

**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

HOUSING AUTHORITY OF THE CITY OF CAPE MAY  
CAPE MAY, NEW JERSEY

SEPTEMBER 30, 2018

SCHEDULE OF FINDINGS AND RECOMMENDATIONS

STATUS OF PRIOR YEAR FINDINGS

None.

CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None.