

PASSAIC COUNTY PUBLIC HOUSING AGENCY
FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED DECEMBER 31, 2022
WITH
REPORT OF INDEPENDENT AUDITORS

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
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FOR THE YEAR ENDED DECEMBER 31, 2022**

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CERTIFIED PUBLIC ACCOUNTANTS

REPORT OF INDEPENDENT AUDITORS

To the Board of Commissioners of the
Passaic County Public Housing Agency:

Opinion

We have audited the accompanying financial statements of the Passaic County Public Housing Agency (the "Agency") as of and for the year ended December 31, 2022 and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements, as listed in the accompanying table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Agency as of December 31, 2022, 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 of 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 Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Agency 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 opinion.

Responsibilities of Management 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 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 Agency's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditors' 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 auditors' report that includes our opinion. 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 auditing standards generally accepted in the United States of America 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.

Auditors' Responsibilities for the Audit of the Financial Statements (continued)

In performing an audit in accordance with auditing standards generally accepted in the United States of America 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 Agency'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 Agency'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.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis 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.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Agency's basic financial statements. The schedule of expenditures of federal awards is presented for the purpose of additional analysis as required by Title 2 *U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* and is not a required part of the basic financial statements. The accompanying financial data schedule is also not a required part of the basic financial statements and is presented for the purposes of additional analysis as required by the U.S. Department of Housing and Urban Development.

The schedule of expenditures of federal awards and financial data schedule 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 schedule of expenditures of federal awards and financial data schedule 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 6, 2023 on our consideration of the Agency'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 the effectiveness of the Agency'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 the Agency's internal control over financial reporting and compliance.

Novogrudac & Company LLP

June 6, 2023
Toms River, New Jersey

MANAGEMENT'S DISCUSSION AND ANALYSIS

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2022**

As Management of the Passaic County Public Housing Agency (the "Agency"), we offer readers of the Agency's financial statements this narrative overview and analysis of the financial activities of the Agency for the fiscal year ended December 31, 2022. We encourage readers to consider the information presented here in conjunction with the Agency's financial statements as presented elsewhere in this report.

A – Financial Highlights

1. For the fiscal year ended December 31, 2022, the assets of the Agency exceeded its liabilities by \$3,878,640 (net position). This represents a decrease from the previous year when assets exceeded liabilities by \$7,095,625.
2. For the fiscal year December 31, 2022, the Agency reported ending unrestricted net position of \$3,816,085. The unrestricted net position decreased \$2,905,413 from the prior year.
3. The Agency had total operating revenues of \$10,417,229 and total operating expenses of \$10,430,592 for the year ended December 31, 2022.
4. The Agency's expenditures of federal awards amounted to \$10,428,065 for the fiscal year ended December 31, 2022.

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 Agency's financial statements. The Agency's financial statements and notes to the financial statements included in this report were prepared in accordance with Generally Accepted Accounting Principles in the United States ("GAAP"), applicable to the Governmental entities for Proprietary Fund types.

2. Financial Statements

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

The Statement of Net Position presents information on all the Agency's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position will serve as a useful indicator of whether the financial position of the Agency is improving or deteriorating.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2022**

B – Using the Annual Report (continued)

2. Financial Statements (continued)

The Statement of Revenues, Expenses and Changes in Net Position presents information showing how the Agency's net position changed during the most recent fiscal year. All changes in the net position are included, regardless of when cash is received or paid.

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

The financial statements report on the Agency's activities. The activities are primarily supported by HUD subsidies and grants. The Agency'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 8 through 11 included in this report.

3. Notes to Financial Statements

The accompanying notes to financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements. The notes to financial statements begin on page 12 of this report.

C – Budgetary Highlights

For the fiscal year ended December 31, 2022, the Agency prepared a budget for its Section 8 Housing Choice Vouchers Program. The budget was prepared in accordance with the accounting procedures prescribed by HUD.

D – The Agency as a Whole

The Agency's net position decreased during the fiscal year. The Agency's revenues include subsidies and grants received from HUD. The Agency receives subsidies each month based on a pre-authorized funding level.

The following table provides a summary of the Agency's assets, liabilities and net position:

	<u>2022</u>	<u>2021</u>
Cash and other current assets	\$ 3,884,708	\$ 6,813,034
Capital assets, net	44,253	59,971
Right-of-use asset - leases	109,862	-
Restricted cash	<u>442,615</u>	<u>617,493</u>
Total assets	<u>\$ 4,481,438</u>	<u>\$ 7,490,498</u>

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2022**

D – The Agency as a Whole (continued)

	<u>2022</u>	<u>2021</u>
Liabilities	\$ <u>602,798</u>	\$ <u>394,873</u>
Net position:		
Net investment in capital assets	44,253	59,971
Restricted	18,302	314,156
Unrestricted	<u>3,816,085</u>	<u>6,721,498</u>
Total net position	<u>3,878,640</u>	<u>7,095,625</u>
Total net position & liabilities	\$ <u>4,481,438</u>	\$ <u>7,490,498</u>

The following table provides a summary of the Agency's changes in net position:

	<u>2022</u>	<u>2021</u>
<u>Revenues:</u>		
HUD grants	\$ 10,345,560	\$ 10,250,344
Other revenues	71,669	216,052
Investment income	<u>40,917</u>	<u>23,073</u>
Total revenues	<u>10,458,146</u>	<u>10,489,469</u>
<u>Expenses:</u>		
Other operating expenses	1,109,690	1,149,829
HAP expenses	9,325,441	9,173,502
Transfer to affiliate	<u>3,240,000</u>	<u>-</u>
Total expenses	<u>13,675,131</u>	<u>10,323,331</u>
Change in net position	(3,216,985)	166,138
Beginning net position	<u>7,095,625</u>	<u>6,929,487</u>
Ending net position	\$ <u>3,878,640</u>	\$ <u>7,095,625</u>

E – Capital Assets and Long-term Debt

The Agency made no capital asset purchases during the year ended December 31, 2022. A summary of capital assets can be found in Note 5 of the financial statements.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2022**

E – Capital Assets and Long-term Debt

On January 6, 2022, Passaic Affordable Housing Corporation entered into an agreement to purchase property to develop for affordable housing complex. The Agency transferred \$3,240,000 to assist in the purchase and development of the affordable housing complex.

F – Significant Changes from Year Ended December 31, 2021 to December 31, 2022

Restricted cash decreased from \$617,493 in 2021 to \$442,615 in 2022 or \$174,878. The decrease was primarily due to the use of housing assistance payments reserves and EHV funds during the year.

HUD Operating grants increased by \$95,216 from 2021 to 2022 due an increase in Section 8 Housing Choice Vouchers and Family Self-Sufficiency Program subsidies in the amounts of \$557,654 and \$12,346, respectively, offset by decreases in Housing Choice Vouchers CARES Act and Emergency Housing Vouchers subsidies of \$283,999 and \$190,785, respectively.

Other revenues decreased by \$144,383 as the Agency received less funds from portable tenants and fraud recoveries during the year ended December 31, 2022.

Housing assistance payments increased by \$151,939 primarily due to an increase in EHV subsidies paid.

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

The state of the Federal budget deficit and the uncertainty surrounding the funding of domestic programs remains a significant factor in planning the Agency's annual budget. The Section 8 Housing Choice Vouchers Program subsidies have been experiencing slow growth and administrative fees are being funded at a level less than 100% per year.

The Agency's unrestricted net position totaling \$3,816,085 appears sufficient to cover any reasonable shortfall that may occur in the subsequent year.

H – Contacting the Agency's Financial Management

The financial report is designed to provide a general overview of the Agency'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 Janice DeJohn, Executive Director, Passaic County Public Housing Agency, 155 Willowbrook Boulevard, Suite 100, Wayne, NJ 07470.

FINANCIAL STATEMENTS

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
STATEMENT OF NET POSITION
AS OF DECEMBER 31, 2022**

ASSETS

Current assets:	
Cash and cash equivalents	\$ 3,853,333
Accounts receivable	<u>31,375</u>
Total current assets	<u>3,884,708</u>
Non-current assets:	
Restricted cash	442,615
Right-of-use asset - leases, net	109,862
Capital assets, net	<u>44,253</u>
Total non-current assets	<u>596,730</u>
Total assets	<u>\$ 4,481,438</u>

LIABILITIES

Current liabilities:	
Accounts payable	\$ 28,116
Accrued compensated absences, current	4,916
Unearned revenues	41,327
Lease liability, current portion	<u>45,883</u>
Total current liabilities	<u>120,242</u>
Non-current liabilities:	
Accrued compensated absences, non-current	44,243
Lease liability, non-current	55,327
Other non-current liabilities	<u>382,986</u>
Total non-current liabilities	<u>482,556</u>
Total liabilities	<u>602,798</u>

NET POSITION

Net position:	
Net investment in capital assets	44,253
Restricted	18,302
Unrestricted	<u>3,816,085</u>
Total net position	<u>3,878,640</u>
Total liabilities and net position	<u>\$ 4,481,438</u>

See accompanying notes to financial statements.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION
FOR THE YEAR ENDED DECEMBER 31, 2022**

Operating revenues:	
HUD operating grants	\$ 10,345,560
Other revenues	<u>71,669</u>
Total operating revenues	<u>10,417,229</u>
Operating expenses:	
Administrative	790,755
Tenant services	212,339
Ordinary repairs and maintenance	10,492
General	75,847
Housing assistance payments	9,325,441
Depreciation	<u>15,718</u>
Total operating expenses	<u>10,430,592</u>
Operating loss	<u>(13,363)</u>
Non-operating revenues (expenses):	
Interest expense	(4,539)
Investment income	<u>40,917</u>
Net non-operating revenues (expenses)	<u>36,378</u>
Income before special items	23,015
Transfer to affiliate	<u>(3,240,000)</u>
Change in net position	(3,216,985)
Total net position, beginning of year	<u>7,095,625</u>
Total net position, end of year	<u>\$ 3,878,640</u>

See accompanying notes to financial statements.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2022**

Cash Flows from Operating Activities:	
Cash received from others	\$ 89,000
Cash received from grantors	10,379,678
Cash paid to vendors and suppliers	(9,502,695)
Cash paid to employees	<u>(790,755)</u>
Net cash provided by operating activities	<u>175,228</u>
Cash Flows from Capital and Related Financing Activities:	
Principal payments on lease	(57,479)
Interest paid on lease	<u>(4,539)</u>
Net cash used in capital and related financing activities	<u>(62,018)</u>
Cash Flows from Non-capital and Related Financing Activities:	
Transfer to affiliate	<u>(3,240,000)</u>
Net cash used in non-capital and related financing activities	<u>(3,240,000)</u>
Cash Flows from Investing Activities:	
Interest received on investments	<u>40,917</u>
Net cash provided by investing activities	<u>40,917</u>
Net decrease in cash and cash equivalents and restricted cash	(3,085,873)
Cash and cash equivalents and restricted cash, beginning of year	<u>7,381,821</u>
Cash and cash equivalents and restricted cash, end of year	<u>\$ 4,295,948</u>
Reconciliation of cash and cash equivalents and restricted cash to the Statement of Net Position is as follows:	
Cash and cash equivalents	\$ 3,853,333
Restricted cash	<u>442,615</u>
Cash and cash equivalents and restricted cash, end of year	<u>\$ 4,295,948</u>

See accompanying notes to financial statements.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
STATEMENT OF CASH FLOWS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2022**

Reconciliation of operating loss to net cash provided by operating activities:	
Operating loss	\$ (13,363)
Adjustments to reconcile operating loss to net cash provided by operating activities:	
Depreciation	15,718
Amortization of right-of-use asset	48,827
Changes in operating assets and liabilities:	
Accounts receivable	17,331
Accounts payable	(30,110)
Accrued compensated absences	15,849
Unearned revenues	41,327
Other liabilities	<u>79,649</u>
Net cash provided by operating activities	\$ <u><u>175,228</u></u>

See accompanying notes to financial statements.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Organization

The Passaic County Public Housing Agency (the "Agency") was created by resolution of the Board of Chosen Freeholders of the County of Passaic (the "County") to administer the County's Section 8 rental assistance program(s) administered by the U.S. Department of Housing and Urban Development ("HUD"). These programs provide housing for eligible families under the United States Housing Act of 1937, as amended.

The Agency is governed by the County's Board of Commissioners who appoint an executive director to manage the day-to-day operations of the Agency. The governing board is essentially autonomous but is responsible to HUD and the State of New Jersey Department of Community Affairs.

B. Basis of Accounting / Financial Statement Presentation

The Agency's financial statements are prepared in accordance with accounting principles generally accepted in the United States of America ("GAAP"). The Governmental Accounting Standards Board is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations).

The Agency administers a Section 8 Housing Choice Vouchers Program. The program is accounted for by a separate set of self-balancing accounts that comprise its assets, liabilities, net position, revenues, and expenses. The individual program accounts for the governmental resources allocated to it for the purpose of carrying on a specific program in accordance with laws, regulations, or other restrictions, including those imposed by HUD. The Section 8 Housing Choice Vouchers Program is accounted for within an enterprise fund. An enterprise fund is used to account for activities that are operated in a manner similar to those found in the private sector.

The Agency's enterprise fund is accounted for using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, and losses from assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

The Agency's financial statements are prepared in accordance with GASB 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*, as amended ("GASB 34"). GASB 34 requires the basic financial statements to be prepared using the economic resources measurement focus and the accrual basis of accounting and requires the presentation of a Statement of Net Position, a Statement of Revenues, Expenses and Changes in Net Position and Statement of Cash Flows. GASB 34 also requires the Agency to include Management's Discussion and Analysis as part of the Required Supplementary Information.

The Agency's primary source of non-exchange revenue relates to grants and subsidies. In accordance with GASB 33, *Accounting and Financial Reporting for Non-exchange Transactions* ("GASB 33"), grant and subsidy revenue are recognized at the time eligible program expenditures occur and/or the Agency has complied with the grant and subsidy requirements.

On January 30, 2008, HUD issued PIH Notice 2008-9 which requires that unused housing assistance payments ("HAP") under proprietary fund reporting should be reported as restricted net position, with the associated cash and investments also being reported as restricted. Any unused administrative fees should be reported as unrestricted net position, with the associated assets being reported on the financial data schedule as unrestricted.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

B. Basis of Accounting / Financial Statement Presentation (continued)

Both administrative fee and HAP revenue continue to be recognized under the guidelines set forth in GASB 33. Accordingly, both the time and purpose restrictions as defined by GASB 33 are met when these funds are available and measurable, not when these funds are expended.

The Section 8 Housing Choice Vouchers program is no longer a cost reimbursement grant; therefore, the Agency recognizes unspent administrative fee and HAP revenue in the reporting period as revenue for financial statement reporting.

In accordance with 2 CFR 200.305(b)(9), any investment income earned up to \$500 on these funds may be retained by the Agency. Amounts in excess of \$500 must be remitted annually to the Department of Health and Human Services, Payment Management System.

On January 1, 2022, the Agency adopted GASB 87, *Leases* ("GASB 87"). GASB 87 increases the transparency and comparability among governmental organizations by requiring the recognition of lease assets and lease liabilities on the statement of net position by lessees and the disclosure of key information about leasing arrangements. As a result of the adoption of GASB 87, on January 3, 2022 a lease liability and a right-of-use lease asset in the amount of \$158,689 were recognized.

C. Reporting Entity

In accordance with GASB 61, *The Financial Reporting Entity Omnibus - An Amendment of GASB Statement No. 14 and No. 34*, the Agency's basic financial statements include those of the Agency and any component units. Component units are legally separate organizations whose majority of officials are appointed by the primary government or the organization is fiscally dependent on the primary government and there is a potential for those organizations either to provide specific financial benefits to, or impose specific financial burdens on, the primary government. An organization has a financial benefit or burden relationship with the primary government if any one of the following conditions exist:

1. The primary government (County) is legally entitled to or can otherwise access the organization's resources.
2. The primary government is legally obligated or has otherwise assumed the obligation to finance the deficits of, or provide financial support to, the organization.
3. The primary government is obligated in some manner for the debt of the organization.

Based upon the application of these criteria, this report includes all programs and activities operated by the Agency. There were no additional entities required to be included in the reporting entity under these criteria in the current fiscal year. However, the Agency is a department of the County and as such is included in their Comprehensive Annual Financial Report.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Description of Programs

The Agency maintains its accounting records by program. A description of the significant programs operated by the Agency is as follows:

Section 8 Housing Choice Vouchers

The Agency administers a program of rental assistance payments to private owners on behalf of eligible low-income families under Section 8 of the Housing and Urban Development Act of 1974. The program provides payments covering the difference between the maximum rental on a dwelling unit, as approved by HUD, and the amount of rent contribution by a participating household.

Family Self-Sufficiency Program

To promote the development of local strategies to coordinate the use of assistance under the Section 8 Housing Choice Vouchers Program with public and private resources to enable participating families to increase earned income and financial literacy, reduce or eliminate the need for welfare assistance, and make progress toward economic independence and self-sufficiency.

Emergency Housing Vouchers Program

Emergency Housing Voucher ("EHV") Program funds are to be used to assist individuals and families who are homeless, at-risk of homelessness, fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, or were recently homeless or having a high risk of housing instability.

E. Use of Management Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts of assets, deferred outflows of resources, liabilities and deferred inflows of resources, and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant estimates include the allowance for doubtful accounts, accrued expenses, depreciable lives of properties and equipment, deferred inflows and outflows of resources, and contingencies. Actual results could differ significantly from these estimates.

F. Cash and Cash Equivalents

New Jersey Agencies are required by N.J.S.A. 40A:5-14 to deposit public funds in a bank or trust company having its place of business in the State of New Jersey and organized under the laws of the United States, or the State of New Jersey, or the New Jersey Cash Management Fund. N.J.S.A. 40A:5-15.1 provides a list of securities which may be purchased by New Jersey Agencies.

The Agency is required to deposit funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act ("GUDPA"). GUDPA was enacted in 1970 to protect governmental units from a loss of funds on deposit with a failed banking institution in New Jersey. N.J.S.A. 17:9-42 requires governmental units to deposit public funds only in public depositories located in New Jersey, when the funds are secured in accordance with the act.

HUD requires housing agencies to invest excess funds in obligations of the United States, Certificates of Deposit, or any other federally insured investment. HUD also requires that deposits be fully collateralized at all times.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

F. Cash and Cash Equivalents (continued)

Acceptable collateralization includes FDIC insurance and the market value of securities purchased and pledged to the political subdivision. Pursuant to HUD restrictions, obligations of the United States are allowed as security for deposits. Obligations furnished as security must be held by the Agency or with an unaffiliated bank or trust company for the account of the Agency.

It is the Agency's policy to maintain collateralization in accordance with state and HUD requirements. For the Statement of Cash Flows, cash and cash equivalents include all cash balances and highly liquid investments with a maturity of three months or less at time of purchase.

G. Accounts Receivable, Net

Accounts receivable represents monies owed by tenants who have committed fraud or misrepresentation and now owe additional rent for prior period or retroactive rent. An allowance for doubtful accounts is established to provide for all accounts, which may not be collected in the future for any reason. Collection losses on accounts receivable are charged against the allowance for doubtful accounts.

The Agency recognizes a receivable from HUD for amounts earned and billed but not received and for amounts unbilled, but earned as of year end.

H. Allowance for Doubtful Accounts

The Agency periodically reviews all accounts receivable to determine the amount, if any, that may be uncollectable. If it is determined that an account or accounts may be uncollectable, the Agency prepares an analysis of such accounts and records an appropriate allowance against such amounts.

I. Prepaid Expenses

Prepaid expenses represent amounts paid as of year-end that will benefit future operations.

J. Capital Assets, Net

Capital assets are stated at cost. Expenditures for repairs and maintenance are charged directly to expense as they are incurred. Expenditures determined to represent additions or betterments are capitalized. Upon the sale or retirement of capital assets, the cost and related accumulated depreciation are eliminated from the accounts and any related gain or loss is reflected in the Statement of Revenues, Expenses and Changes in Net Position.

Depreciation is calculated using the straight-line method based on the estimated useful lives of the following asset groups:

- | | |
|---------------------------|-------------|
| • Furniture and Equipment | 3 - 5 Years |
| • Building Improvements | 15 Years |
| • Buildings | 40 Years |

The Agency has established a capitalization threshold of \$5,000.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

K. Impairment of Long Lived Assets

The Agency evaluates events or changes in circumstances affecting long-lived assets to determine whether an impairment of its assets has occurred. If the Agency determines that a capital asset is impaired, and that the impairment is significant and other-than-temporary, then an impairment loss will be recorded in the Agency's financial statements. For the year ended December 31, 2022, there were no impairment losses incurred.

L. Right-of-Use Asset and Liabilities

Lessees are required to recognize a lease liability and an intangible right-of-use lease asset. The lease liability is the present value of future payments expected to be made over the course of the lease, and the right-of-use lease assets are measured as the initial amount of lease liability, plus any payments made to the lessor at or before the time of commencement of the lease and minus any lease incentives received from the lessor.

The Agency uses its risk-free rate at the commencement date in determining the present value of lease payments. Amortization of the right-of-use lease asset is recognized on a straight-line basis over the lease term.

M. Accounts Payable and Accrued Liabilities

The Agency recognizes a liability for goods and services received but not paid for as of year-end. It also recognizes a liability for wages and fringe benefits related to services performed at year-end but not yet paid to employees or taxing authorities.

N. Compensated Absences

Accumulated unpaid leave time is accrued at the estimated amounts of future benefits attributable to services already rendered. Unused sick leave may be carried to future periods and used in the event of extended illness. In the event of retirement, an employee is compensated for one-half of the unused sick days up to a maximum of \$12,000 under the Agency's current personnel policy. The Agency's sick leave policy, in accordance with New Jersey State law, allows employees to carry over unused sick leave without penalty. Employees shall be permitted to carry a maximum of one year's accrued vacation time in addition to the employee's allotted time for the current year. No employee may carry more than one year's worth of vacation time to the next year without written approval of the County Administrator.

O. Equity Classifications

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

Net investment in capital assets — 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.

Restricted net position — Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

O. Equity Classifications (continued)

Unrestricted net position — All other resources that do not meet the definition of “restricted” or “net investment in capital assets.”

P. Operating Revenues and Expenses

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

Q. Taxes

The Agency is a department within County government and under the State of New Jersey law, is exempt from real estate, sales and income taxes by both the federal and state governments.

R. Budgets and Budgetary Accounting

The Agency is required by contractual agreements to adopt annual, appropriated operating budgets for its Section 8 Housing Choice Vouchers Program. The budget is prepared on a HUD basis, which is materially consistent with accounting principles generally accepted in the United States of America. All appropriations lapse at HUD's program year end or at the end of grant period.

S. Economic Dependency

The Section 8 Housing Choice Vouchers Program of the Authority is economically dependent on operating grants and subsidies from HUD. The programs operate at a loss prior to receiving the grants.

NOTE 2. CASH AND CASH EQUIVALENTS AND RESTRICTED CASH

As of December 31, 2022, the Agency had funds on deposit in checking, money market accounts and certificates of deposit. The carrying amount of the Agency's cash and cash equivalents (including restricted cash) was \$4,295,948, and the bank balances approximated \$4,296,336.

<u>Cash Category</u>	<u>Amount</u>
Unrestricted	\$ 3,853,333
Restricted	<u>442,615</u>
Total cash and cash equivalents	<u>\$ 4,295,948</u>

Of the bank balances, \$250,000 was covered by federal depository insurance and the remaining \$4,046,336 was collateralized through the GUDPA as of December 31, 2022.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 2. CASH AND CASH EQUIVALENTS AND RESTRICTED CASH (continued)

Custodial credit risk is the risk that, in the event of a bank failure, the government's deposits may not be returned to it. The Agency does not have a formal policy for custodial credit risk. As of December 31, 2022, the Agency's bank balances were not exposed to custodial credit risk.

NOTE 3. ACCOUNTS RECEIVABLE

Accounts receivable consists of the following as of December 31, 2022:

<u>Description</u>	<u>Amount</u>
Accounts receivable - HUD	\$ 2,344
Accounts receivable - tenants, net	<u>29,031</u>
Total accounts receivable, net	<u>\$ 31,375</u>

Accounts Receivable - HUD

As of December 31, 2022, accounts receivable - HUD consisted of amounts due from HUD as part of the Emergency Housing Vouchers Program. Management estimates the amounts to be fully collectible and therefore no allowance for doubtful accounts has been established.

Fraud Recovery Receivable

Fraud recovery receivable represents amounts due from tenants who participate in the Housing Choice Vouchers program, who committed fraud or misrepresentation and now owe additional rent for prior periods. Management estimates the amounts to be fully collectible and therefore no allowance for doubtful accounts has been established.

NOTE 4. RESTRICTED DEPOSITS

As of December 31, 2022, restricted deposits consisted of the following:

<u>Cash Category</u>	<u>Amount</u>
Housing assistance payments reserves	\$ 18,302
FSS program escrows	382,986
EHV funds	<u>41,327</u>
Total restricted deposits	<u>\$ 442,615</u>

Housing assistance payment reserves are restricted for use only in the Section 8 Housing Choice Vouchers Program for future housing assistance payments.

Family Self Sufficiency ("FSS") program escrows are restricted for use in the Section 8 Housing Choice Vouchers Program by FSS program participants.

EHV funds are restricted to be used to assist individuals and families who are homeless, at-risk of homelessness, fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, or were recently homeless or having a high risk of housing instability.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 5. CAPITAL ASSETS, NET

The following is a summary of the changes in capital assets during the year ended December 31, 2022:

Description	December 31, 2021	Additions	Dispositions	December 31, 2022
Depreciable capital assets:				
Furniture and equipment	\$ 87,185	\$ -	\$ -	\$ 87,185
Total	87,185	-	-	87,185
Less: accumulated depreciation	27,214	15,718	-	42,932
Net capital assets	<u>\$ 59,971</u>	<u>\$ (15,718)</u>	<u>\$ -</u>	<u>\$ 44,253</u>

Depreciation expense for the year ended December 31, 2022 amounted to \$15,718.

NOTE 6. RIGHT-OF-USE ASSET AND LEASE LIABILITY

On January 3, 2022, the Agency entered into a lease agreement as a lessee to rent administrative office space. The term of the lease is for three years, commencing on February 15, 2022 and terminating on February 28, 2025. Upon execution of the lease, \$6,891 was due for the period of February 15, 2022 through March 31, 2022. Thereafter, lease payments in the amount of \$13,781.64 are due quarterly. The lease has an implicit interest rate of 4.00%. As of January 3, 2022, a right-of-use lease asset was recorded in the amount of \$158,689. As of December 31, 2022, the value of the right-of-use lease asset was \$109,862 and amortization expense totaled \$48,827 for the year then ended. Rent and interest expense for the year ended December 31, 2022 amounted to \$57,479 and \$4,539, respectively.

The following is a summary of the Authority's changes in right-of-use asset for the year ended December 31, 2022:

Description	December 31, 2021	Additions	Dispositions	December 31, 2022
Right-of-use asset	\$ -	\$ 158,689	\$ -	\$ 158,689
Less: accumulated amortization	-	48,827	-	48,827
Net right-of-use asset	<u>\$ -</u>	<u>\$ 109,862</u>	<u>\$ -</u>	<u>\$ 109,862</u>

The lease liability as of December 31, 2022 was \$101,210, with \$45,883 classified as a current liability.

Annual lease payments for principal and interest over the next three years is as follows:

Year	Principal	Interest	Total
2023	\$ 45,883	\$ 3,790	\$ 49,673
2024	53,421	1,706	55,127
2025	1,906	91	1,997
	<u>\$ 101,210</u>	<u>\$ 5,587</u>	<u>\$ 106,797</u>

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 7. ACCOUNTS PAYABLE

As of December 31, 2022, accounts payable consisted of the following:

<u>Description</u>	<u>Amount</u>
Accounts payable - vendors	\$ 20,515
Accounts payable - HUD	<u>7,601</u>
Total accounts payable	<u>\$ 28,116</u>

Accounts Payable - Vendors

Accounts payable - vendors represents the amounts payable to contractors and vendors for materials received or services rendered.

Accounts Payable - HUD

Accounts payable - HUD represents amounts due and payable to HUD for overpayment of grant funding in the Section 8 Housing Choice Vouchers Program.

NOTE 8. NON-CURRENT LIABILITIES

Non-current liabilities activity during the year ended December 31, 2022 consisted of the following:

	December 31, 2021	Additions	Retirements	December 31, 2022	Due in One Year
Compensated absences	\$ 33,310	\$ 15,849	\$ -	\$ 49,159	\$ 4,916
FSS escrows	303,337	141,629	61,980	382,986	-
Lease liability	<u>-</u>	<u>158,689</u>	<u>57,479</u>	<u>101,210</u>	<u>45,883</u>
	<u>\$ 336,647</u>	<u>\$ 316,167</u>	<u>\$ 119,459</u>	<u>\$ 533,355</u>	<u>\$ 50,799</u>

NOTE 9. SALARIES AND EMPLOYEE BENEFITS

All personnel at the Agency are employees of the County. As such, costs for salaries, payroll taxes and employee benefits are charged to the Agency by the County. The Agency then reimburses the County periodically for employee costs inclusive of all health insurance and retirement benefits.

NOTE 10. RESTRICTED NET POSITION

As of December 31, 2022, restricted net position consisted of housing assistance payment reserves totaling \$18,302. Housing assistance payment reserves are restricted for use only in the Section 8 Housing Choice Vouchers Program for future housing assistance payments.

NOTE 11. RISK MANAGEMENT

The Agency is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disaster. There have been no significant reductions in insurance coverage. Settlement amounts have not exceeded insurance coverage except for deductibles for the previous three years.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 12. CONTINGENCIES

The Agency receives financial assistance from HUD in the form of grants and subsidies. Entitlement to the funds is generally conditional upon compliance with terms and conditions of the grant agreements and applicable regulations, including the expenditure of the funds for eligible purposes. Substantially all grants, entitlements and cost reimbursements are subject to financial and compliance audits by HUD. As a result of these audits, costs previously reimbursed could be disallowed and require payments to HUD. As of December 31, 2022, the Agency estimates that no material liabilities will result from such audits.

NOTE 13. SELF-INSURANCE PLANS

The County has established the following plans for its employees:

Self-Insurance Worker's Compensation Plan

The County funds the entire cost of the plan. Claims are paid directly by the plan up to their statutory limits. The County will notify the Agency of any claims made which relate to Agency personnel. The County is responsible to pay all claims.

Self-Insurance Liability Plan

The County has established a liability trust reserve for the purpose of funding payments that may arise from any general, auto or other liability claims against the County on a self-insured basis. The County funds the entire cost of the plan and will notify the Agency of any claims made which relate to Agency business. The County is responsible to pay all claims.

Self-Insurance Health Benefits Plan

The County funds the cost of the plan with claims being paid directly by the County. The Agency will reimburse the County for its allocated portion of the costs. The County will notify the Agency of any claims made which relate to Agency personnel.

NOTE 14. TRANSFER TO AFFILIATE

During the fiscal year ended December 31, 2003, the Agency's Board of Commissioners, by resolution, designated up to \$3,300,000 of its unrestricted net position to be set aside for the development of affordable housing units within its jurisdiction with the Passaic County Affordable Housing Corporation. During the year ended December 31, 2020, management located a site suitable for the development of an affordable senior citizen housing complex.

On January 6, 2022, the Passaic Affordable Housing Corporation entered into an agreement to purchase property located in Pompton Lakes, New Jersey from the County in the amount of \$1,735,000. During the year ended December 31, 2022, the Agency transferred \$3,240,000 to Passaic Affordable Housing Corporation to assist in the purchase and development of the affordable senior citizen housing complex.

NOTE 15. SUBSEQUENT EVENTS

Events that occur after the financial statement 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 financial statement date are recognized in the accompanying financial statements. Subsequent events which provide evidence about conditions that existed after the financial statement date require disclosure in the accompanying notes to the financial statements. Subsequent events have been evaluated through June 6, 2023, which is the date the financial statements were available to be issued, and concluded that no subsequent events have occurred that would require recognition in the financial statements or disclosure in the notes to the financial statements.



NOVOGRADAC
& COMPANY LLP®

CERTIFIED PUBLIC ACCOUNTANTS

**INDEPENDENT AUDITORS' 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**

To the Board of Commissioners of the
Passaic County Public Housing Agency:

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 Passaic County Public Housing Agency (the "Agency") as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements, and have issued our report thereon dated June 6, 2023.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Agency'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 Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency'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 Agency's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Agency'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 Agency'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 Agency's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Novogradac & Company LLP

June 6, 2023
Toms River, New Jersey

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE
FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER
COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE AND
NEW JERSEY OMB CIRCULAR 15-08

To the Board of Commissioners of the
Passaic County Public Housing Agency:

Report on Compliance for Each Major Federal Program

We have audited the Passaic County Public Housing Agency's (the "Agency") compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of Agency's major federal programs for the year ended December 31, 2022. The Agency's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Opinion on Each Major Federal Program

In our opinion, the Agency complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 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) and the State of New Jersey OMB Circular 15-08. Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for Audit of Compliance section of our report.

We are required to be independent of the Agency 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 federal program. Our audit does not provide a legal determination of the Agency's compliance with the compliance requirements referred to above.

Responsibility of Management for 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 its federal programs.

Auditors' Responsibilities for 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 express an opinion on the Agency's compliance based on our audit.

Auditors' Responsibilities for Audit of Compliance (continued)

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 express an opinion on the Agency'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*, the Uniform Guidance, and the State of New Jersey OMB Circular 15-08 will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is 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 Agency's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards*, the Uniform Guidance, and the State of New Jersey OMB Circular 15-08, 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 Agency'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 the Agency's 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 and the State of New Jersey OMB Circular 15-08, but not for the purpose of expressing an opinion on the effectiveness of the Agency's 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 in internal control 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 Auditors' Responsibilities for 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 were not 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.

Purpose of this Report

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.

Novogradac & Company LLP

June 6, 2023
Toms River, New Jersey

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2022**

Federal Grantor/Program Title	Federal Assistance Listing Number	Grant Period From / To	Grant Award	Fiscal Year Expenditures	Cumulative Expenditures
<u>U.S. Department of Housing and Urban Development</u>					
Housing Vouchers Cluster	14.871	1/1/2022	\$ 10,180,379	\$ 10,067,462	\$ 10,067,462
Section 8 Housing Choice Vouchers Program	14.EHV	1/1/2021	<u>263,076</u>	<u>216,139</u>	<u>221,749</u>
Emergency Housing Vouchers			<u>10,443,455</u>	<u>10,283,601</u>	<u>10,289,211</u>
Total Housing Vouchers Cluster			<u>10,443,455</u>	<u>10,283,601</u>	<u>10,289,211</u>
Family Self-Sufficiency Program	14.896	1/1/2022	<u>135,812</u>	<u>135,812</u>	<u>135,812</u>
Total Expenditures of Federal Awards			<u>\$ 10,579,267</u>	<u>\$ 10,419,413</u>	<u>\$ 10,425,023</u>

See notes to schedule of expenditures of federal awards.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2022**

NOTE 1. BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal grant activity of the Agency under programs of the federal government for the year ended December 31, 2022. The information in the Schedule is presented in accordance with the requirements of Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of operations of the Agency, it is not intended to and does not present the financial position, changes in net position or cash flows of the Agency. Therefore, some amounts presented in the Schedule may differ from amounts presented in, or used in the preparation of the financial statements.

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the principles contained in the Uniform Guidance and the State of New Jersey OMB Circular 15-08, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where available.

NOTE 3. INDIRECT COST RATE

The Agency has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2022**

I. Summary of Auditors' Results

Financial Statement Section

- | | | |
|----|---|---------------|
| 1. | Type of auditors' report issued: | Unmodified |
| 2. | Internal control over financial reporting | |
| | a. Material weakness(es) identified? | No |
| | b. Significant deficiency(ies) identified? | None Reported |
| 3. | Noncompliance material to the financial statements? | No |

Federal Awards Section

- | | | |
|----|--|---------------|
| 1. | Internal control over compliance | |
| | a. Material weakness(es) identified? | No |
| | b. Significant deficiency(ies) identified? | None Reported |
| 2. | Type of auditors' report on compliance for major programs: | Unmodified |
| 3. | Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a): | No |
| 4. | Identification of major programs: | |

ALN

Name of Federal Program

Housing Voucher Cluster:

14.871

Section 8 Housing Choice Vouchers Program

14.EHV

Emergency Housing Vouchers

- | | | |
|----|--|-----------|
| 5. | Dollar threshold used to distinguish between Type A and Type B Programs: | \$750,000 |
| 6. | Auditee qualified as low-risk Auditee? | Yes |

**PASSAIC COUNTY PUBLIC HOUSING AGENCY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2022**

II. Financial Statement Findings

There were no findings relating to the financial statements which are required to be reported in accordance with *Government Auditing Standards*.

III. Federal Award Findings and Questioned Costs

There were no findings or questioned costs relating to federal awards.

IV. Schedule of Prior Year Audit Findings

There were no findings or questioned costs in the prior year.

Passaic County Public Housing Agency (NJ090)

PATERSON, NJ

Submission Type: Audited/Single Audit

Entity Wide Balance Sheet Summary

Fiscal Year End: 12/31/2022

	14.896 PIH Family Self-Sufficiency Program	14.871 Housing Choice Vouchers	14.EHV Emergency Housing Voucher	Total
111 Cash - Unrestricted		\$3,827,801	\$25,532	\$3,853,333
112 Cash - Restricted - Modernization and Development				
113 Cash - Other Restricted		\$401,288	\$41,327	\$442,615
114 Cash - Tenant Security Deposits				
115 Cash - Restricted for Payment of Current Liabilities		\$0		\$0
100 Total Cash	\$0	\$4,229,089	\$66,859	\$4,295,948
121 Accounts Receivable - PHA Projects				
122 Accounts Receivable - HUD Other Projects			\$2,344	\$2,344
124 Accounts Receivable - Other Government				
125 Accounts Receivable - Miscellaneous				
126 Accounts Receivable - Tenants				
126.1 Allowance for Doubtful Accounts - Tenants				
126.2 Allowance for Doubtful Accounts - Other			\$0	\$0
127 Notes, Loans, & Mortgages Receivable - Current				
128 Fraud Recovery		\$29,031		\$29,031
128.1 Allowance for Doubtful Accounts - Fraud		\$0		\$0
129 Accrued Interest Receivable				
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$0	\$29,031	\$2,344	\$31,375
131 Investments - Unrestricted				
132 Investments - Restricted				
135 Investments - Restricted for Payment of Current Liability				
142 Prepaid Expenses and Other Assets				
143 Inventories				
143.1 Allowance for Obsolete Inventories				
144 Inter Program Due From				
145 Assets Held for Sale				
150 Total Current Assets	\$0	\$4,258,120	\$69,203	\$4,327,323
161 Land				
162 Buildings				
163 Furniture, Equipment & Machinery - Dwellings				
164 Furniture, Equipment & Machinery - Administration		\$87,185		\$87,185
165 Leasehold Improvements				
166 Accumulated Depreciation		-\$42,932		-\$42,932
167 Construction in Progress				
168 Infrastructure				
160 Total Capital Assets, Net of Accumulated Depreciation	\$0	\$44,253	\$0	\$44,253
171 Notes, Loans and Mortgages Receivable - Non-Current				
172 Notes, Loans, & Mortgages Receivable - Non-Current - Past Due				
173 Grants Receivable - Non Current				
174 Other Assets		\$109,862		\$109,862
176 Investments in Joint Ventures				
180 Total Non-Current Assets	\$0	\$154,115	\$0	\$154,115
200 Deferred Outflow of Resources				
290 Total Assets and Deferred Outflow of Resources	\$0	\$4,412,235	\$69,203	\$4,481,438

Passaic County Public Housing Agency (NJ090)

PATERSON, NJ

Entity Wide Balance Sheet Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 12/31/2022

	14,896 PIH Family Self-Sufficiency Program	14,871 Housing Choice Vouchers	14,EHV Emergency Housing Voucher	Total
311 Bank Overdraft				
312 Accounts Payable <= 90 Days		\$20,515		\$20,515
313 Accounts Payable >90 Days Past Due				
321 Accrued Wage/Payroll Taxes Payable				
322 Accrued Compensated Absences - Current Portion		\$4,916		\$4,916
324 Accrued Contingency Liability				
325 Accrued Interest Payable				
331 Accounts Payable - HUD PHA Programs		\$7,601		\$7,601
332 Account Payable - PHA Projects				
333 Accounts Payable - Other Government				
341 Tenant Security Deposits				
342 Unearned Revenue			\$41,327	\$41,327
343 Current Portion of Long-term Debt - Capital Projects				
344 Current Portion of Long-term Debt - Operating Borrowings				
345 Other Current Liabilities		\$45,883		\$45,883
346 Accrued Liabilities - Other				
347 Inter Program - Due To				
348 Loan Liability - Current				
310 Total Current Liabilities	\$0	\$78,915	\$41,327	\$120,242
351 Long-term Debt, Net of Current - Capital Projects				
352 Long-term Debt, Net of Current - Operating Borrowings				
353 Non-current Liabilities - Other		\$438,313		\$438,313
354 Accrued Compensated Absences - Non Current		\$44,243		\$44,243
355 Loan Liability - Non Current				
356 FASB 5 Liabilities				
357 Accrued Pension and OPEB Liabilities				
350 Total Non-Current Liabilities	\$0	\$482,556	\$0	\$482,556
300 Total Liabilities	\$0	\$561,471	\$41,327	\$602,798
400 Deferred Inflow of Resources				
508.4 Net Investment In Capital Assets		\$44,253		\$44,253
511.4 Restricted Net Position		\$18,302		\$18,302
512.4 Unrestricted Net Position	\$0	\$3,788,209	\$27,876	\$3,816,085
513 Total Equity - Net Assets / Position	\$0	\$3,850,764	\$27,876	\$3,878,640
600 Total Liabilities, Deferred Inflows of Resources and Equity - Net	\$0	\$4,412,235	\$69,203	\$4,481,438

Passaic County Public Housing Agency (NJ090)

PATERSON, NJ

Submission Type: Audited/Single Audit

Entity Wide Revenue and Expense Summary

Fiscal Year End: 12/31/2022

	14.896 PIH Family Self-Sufficiency Program	14.871 Housing Choice Vouchers	14.EHV Emergency Housing Voucher	Total
70300 Net Tenant Rental Revenue				
70400 Tenant Revenue - Other				
70500 Total Tenant Revenue	\$0	\$0	\$0	\$0
70600 HUD PHA Operating Grants	\$135,812	\$10,180,379	\$29,369	\$10,345,560
70610 Capital Grants				
70710 Management Fee				
70720 Asset Management Fee				
70730 Book Keeping Fee				
70740 Front Line Service Fee				
70750 Other Fees				
70700 Total Fee Revenue				
70800 Other Government Grants				
71100 Investment Income - Unrestricted		\$40,917		\$40,917
71200 Mortgage Interest Income				
71300 Proceeds from Disposition of Assets Held for Sale				
71310 Cost of Sale of Assets				
71400 Fraud Recovery		\$38,921		\$38,921
71500 Other Revenue		\$32,748		\$32,748
71600 Gain or Loss on Sale of Capital Assets				
72000 Investment Income - Restricted				
70000 Total Revenue	\$135,812	\$10,292,965	\$29,369	\$10,458,146
91100 Administrative Salaries		\$373,237		\$373,237
91200 Auditing Fees		\$10,705		\$10,705
91300 Management Fee				
91310 Book-keeping Fee				
91400 Advertising and Marketing				
91500 Employee Benefit contributions - Administrative		\$261,440		\$261,440
91600 Office Expenses		\$135,870		\$135,870
91700 Legal Expense				
91800 Travel		\$9,503		\$9,503
91810 Allocated Overhead				
91900 Other				
91000 Total Operating - Administrative	\$0	\$790,755	\$0	\$790,755
92000 Asset Management Fee				
92100 Tenant Services - Salaries	\$77,413			\$77,413
92200 Relocation Costs				
92300 Employee Benefit Contributions - Tenant Services	\$58,399			\$58,399
92400 Tenant Services - Other		\$6,012	\$70,515	\$76,527
92500 Total Tenant Services	\$135,812	\$6,012	\$70,515	\$212,339

Passaic County Public Housing Agency (NJ090)

PATERSON, NJ

Submission Type: Audited/Single Audit

Entity Wide Revenue and Expense Summary

Fiscal Year End: 12/31/2022

	14.896 PIH Family Self-Sufficiency Program	14.871 Housing Choice Vouchers	14.EHV Emergency Housing Voucher	Total
93100 Water				
93200 Electricity				
93300 Gas				
93400 Fuel				
93500 Labor				
93600 Sewer				
93700 Employee Benefit Contributions - Utilities				
93800 Other Utilities Expense				
93000 Total Utilities	\$0	\$0	\$0	\$0
94100 Ordinary Maintenance and Operations - Labor				
94200 Ordinary Maintenance and Operations - Materials and Other				
94300 Ordinary Maintenance and Operations Contracts		\$10,492		\$10,492
94500 Employee Benefit Contributions - Ordinary Maintenance				
94000 Total Maintenance	\$0	\$10,492	\$0	\$10,492
95100 Protective Services - Labor				
95200 Protective Services - Other Contract Costs				
95300 Protective Services - Other				
95500 Employee Benefit Contributions - Protective Services				
95000 Total Protective Services	\$0	\$0	\$0	\$0
96110 Property Insurance				
96120 Liability Insurance				
96130 Workmen's Compensation				
96140 All Other Insurance				
96100 Total Insurance Premiums	\$0	\$0	\$0	\$0
96200 Other General Expenses		\$59,998		\$59,998
96210 Compensated Absences		\$15,849		\$15,849
96300 Payments in Lieu of Taxes				
96400 Bad debt - Tenant Rents				
96500 Bad debt - Mortgages				
96600 Bad debt - Other				
96800 Severance Expense				
96000 Total Other General Expenses	\$0	\$75,847	\$0	\$75,847
96710 Interest of Mortgage (or Bonds) Payable		\$4,539		\$4,539
96720 Interest on Notes Payable (Short and Long Term)				
96730 Amortization of Bond Issue Costs				
96700 Total Interest Expense and Amortization Cost	\$0	\$4,539	\$0	\$4,539
96900 Total Operating Expenses	\$135,812	\$887,645	\$70,515	\$1,093,972

Passaic County Public Housing Agency (NJ090)

PATERSON, NJ

Submission Type: Audited/Single Audit

Entity Wide Revenue and Expense Summary

Fiscal Year End: 12/31/2022

	14.896 PIH Family Self-Sufficiency Program	14.871 Housing Choice Vouchers	14.EHV Emergency Housing Voucher	Total
97000 Excess of Operating Revenue over Operating Expenses	\$0	\$9,405,320	-\$41,146	\$9,364,174
97100 Extraordinary Maintenance				
97200 Casualty Losses - Non-capitalized				
97300 Housing Assistance Payments		\$9,160,236	\$145,624	\$9,305,860
97350 HAP Portability-In		\$19,581		\$19,581
97400 Depreciation Expense		\$15,718		\$15,718
97500 Fraud Losses				
97600 Capital Outlays - Governmental Funds				
97700 Debt Principal Payment - Governmental Funds				
97800 Dwelling Units Rent Expense				
90000 Total Expenses	\$135,812	\$10,083,180	\$216,139	\$10,435,131
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)		-\$3,240,000		-\$3,240,000
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	-\$3,240,000	\$0	-\$3,240,000
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	\$0	-\$3,030,215	-\$186,770	-\$3,216,985
11020 Required Annual Debt Principal Payments	\$0	\$0	\$0	\$0
11030 Beginning Equity	\$0	\$6,880,979	\$214,646	\$7,095,625
11040 Prior Period Adjustments, Equity Transfers and Correction of Errors				
11050 Changes in Compensated Absence Balance				
11060 Changes in Contingent Liability Balance				
11070 Changes in Unrecognized Pension Transition Liability				
11080 Changes in Special Term/Severance Benefits Liability				
11090 Changes in Allowance for Doubtful Accounts - Dwelling Rents				
11100 Changes in Allowance for Doubtful Accounts - Other				
11170 Administrative Fee Equity		\$3,832,462		\$3,832,462
11180 Housing Assistance Payments Equity		\$18,302		\$18,302
11190 Unit Months Available	0	10020	0	10020
11210 Number of Unit Months Leased	0	9853	0	9853