

**WOODBIDGE REDEVELOPMENT AGENCY**  
**(A component unit of the Township of Woodbridge)**  
**REPORT OF AUDIT**  
**FOR THE YEARS ENDED**  
**JUNE 30, 2016 AND 2015**

# WOODBIDGE REDEVELOPMENT AGENCY

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## INDEPENDENT AUDITOR'S REPORT

The Board of Commissioners  
Woodbridge Redevelopment Agency  
Woodbridge, New Jersey

### Report on the Financial Statements

We have audited the accompanying financial statements of the Woodbridge Redevelopment Agency, a component unit of the Township of Woodbridge, as of and for the years ended June 30, 2016 and 2015, and the related notes to the financial statements, which collectively comprise the Woodbridge Redevelopment Agency'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 audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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 and 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 the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Woodbridge Redevelopment Agency as of June 30, 2016 and 2015, and the respective changes in its financial position and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

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

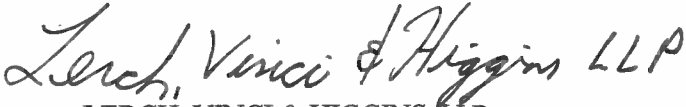
Accounting principles generally accepted in the United States of America require that the management's discussion and analysis identified in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required 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 Woodbridge Redevelopment Agency's basic financial statements as a whole. The supplementary schedule listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. The supplementary schedule listed in the table of contents is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. 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 supplementary schedule listed in the table of contents is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

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

In accordance with Government Auditing Standards, we have also issued our report dated August 16, 2016 on our consideration of the Woodbridge Redevelopment 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 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 Woodbridge Redevelopment Agency's internal control over financial reporting and compliance.

  
LERCH, VINCI & HIGGINS, LLP  
Certified Public Accountants  
Registered Municipal Accountants

Fair Lawn, New Jersey  
August 16, 2016

**MANAGEMENT'S DISCUSSION AND ANALYSIS (MD & A)**

**WOODBIDGE REDEVELOPMENT AGENCY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2016**

This section of the Woodbridge Redevelopment Agency's ("Agency") annual financial report presents our discussion and analysis of the Agency's financial performance during the fiscal year ended on June 30, 2016. Please read it in conjunction with the Agency's basic financial statements and accompanying notes.

The purpose of the Agency is to carryout the redevelopment plans of the Township of Woodbridge.

**FINANCIAL HIGHLIGHTS**

- The Agency's assets exceeded its liabilities at June 30, 2016 by \$3,143,139.
- The Agency's total assets increased by \$235,869 (7.1%).
- Operating revenues decreased by \$2,598,287 (74%).
- Operating expenses decreased by \$2,660,569 (79%).
- Operating income increased by \$62,282 (39%).

**OVERVIEW OF FINANCIAL STATEMENTS**

This annual financial report consists of two parts: Management's Discussion and Analysis (this section) and the basic financial statements. The Agency is a self-supporting entity and follows enterprise fund reporting; accordingly, the financial statements are presented using the economic resources measurement focus and the accrual basis of accounting.

Enterprise fund financial statements offer short- and long-term financial information about the activities and operations of the Agency. These statements are presented in the Government Accounting Standards Board ("GASB") prescribed manner.

**FINANCIAL ANALYSIS OF THE AGENCY**

*Net Position* – The following is a summary of the Agency's financial position as of June 30, 2016, 2015 and 2014:

	<u>2016</u>	<u>2015</u>	<u>2014</u>
Current Assets	\$ 3,563,815	\$ 3,327,946	\$ 3,432,728
Total Assets	<u>3,563,815</u>	<u>3,327,946</u>	<u>3,432,728</u>
Current Liabilities	<u>420,676</u>	<u>408,684</u>	<u>675,169</u>
Total Liabilities	<u>420,676</u>	<u>408,684</u>	<u>675,169</u>
Net Position:			
Restricted for Affordable Housing	2,634,560	2,634,085	2,642,716
Unrestricted	<u>508,579</u>	<u>285,177</u>	<u>114,843</u>
Total Net Position	<u>\$ 3,143,139</u>	<u>\$ 2,919,262</u>	<u>\$ 2,757,559</u>

**WOODBIDGE REDEVELOPMENT AGENCY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2016  
(Continued)**

**FINANCIAL ANALYSIS OF THE AGENCY (Continued)**

The Agency's Net Position increased \$223,877, or 7.7% in 2016. The majority of this increase is due to additional application fees and abandoned property registration fees received in 2016.

*Operating Activities* – The following table summarizes the revenues, expenses and changes in net position for the fiscal years ended June 30, 2016, 2015 and 2014:

	<u>2016</u>	<u>2015</u>	<u>2014</u>
<b>OPERATING REVENUES</b>			
Redevelopers' Reimbursements	\$ 244,271	\$ 102,292	\$ 128,508
Municipal Contribution	200,000	211,025	50,000
Township General Capital Fund Contribution	143,838	3,038,907	643,480
Intergovernmental Grants	10,000		
Miscellaneous Fees	<u>317,028</u>	<u>161,200</u>	<u>83,392</u>
 Total Operating Revenues	 <u>915,137</u>	 <u>3,513,424</u>	 <u>905,380</u>
<b>OPERATING EXPENSES</b>			
Salaries and Wages	126,617	119,820	122,551
Other Expenses	<u>564,992</u>	<u>3,232,358</u>	<u>910,211</u>
 Total Operating Expenses	 <u>691,609</u>	 <u>3,352,178</u>	 <u>1,032,762</u>
 OPERATING INCOME (LOSS)	 <u>223,528</u>	 <u>161,246</u>	 <u>(127,382)</u>
<b>NON-OPERATING REVENUES</b>			
Interest Income	<u>349</u>	<u>457</u>	<u>511</u>
 CHANGE IN NET POSITION	 223,877	 161,703	 (126,871)
 NET POSITION, BEGINNING OF YEAR	 <u>2,919,262</u>	 <u>2,757,559</u>	 <u>2,884,430</u>
 NET POSITION, END OF YEAR	 <u>\$ 3,143,139</u>	 <u>\$ 2,919,262</u>	 <u>\$ 2,757,559</u>

**WOODBIDGE REDEVELOPMENT AGENCY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2016  
(Continued)**

**FINANCIAL ANALYSIS OF THE AGENCY (Continued)**

Operating Revenues decreased \$2,598,287 or 74% in fiscal year 2016 mainly due to the net result of the following: i) decreased amounts received from the Township's General Capital Fund to reimburse costs associated with the Woodbridge High School field house project; ii) increased application fees received and iii) increased amounts received from abandoned property registration fees.

Operating Expenses decreased \$2,660,569 or 79% in fiscal year 2016 mainly due to the net result of a decrease in expenses related to the Woodbridge High School field house project which was completed in fiscal year 2016 and increases in expenses related to other redevelopment projects.

**CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets**

The Agency had no capital assets as of June 30, 2016, 2015 and 2014.

**Debt**

The Agency had no outstanding debt at June 30, 2016, 2015 and 2014.

**OTHER FINANCIAL INFORMATION**

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

The Agency has committed itself to financial excellence. Its system for financial planning, budgeting, and internal financial controls is audited annually and it plans to continue to manage its finances in order to meet the many challenges ahead.

The budget for the fiscal year ended June 30, 2017 was approved by the Division of Local Government Services and adopted by the Agency.

**CONTACTING THE AGENCY'S FINANCIAL MANAGEMENT**

This financial report is designed to provide the Township of Woodbridge, New Jersey citizens and redevelopers with a general overview of the Agency's finances to demonstrate the Woodbridge Redevelopment Agency's accountability for the revenues it receives. If you have questions about this report or need additional financial information, contact the office of the Executive Director at One Main Street, Woodbridge, New Jersey 07095.

## **FINANCIAL STATEMENTS**

**WOODBIDGE REDEVELOPMENT AGENCY  
COMPARATIVE STATEMENTS OF NET POSITION  
AS OF JUNE 30, 2016 AND 2015**

	<u>2016</u>	<u>2015</u>
<b>ASSETS</b>		
Unrestricted Current Assets		
Cash and Cash Equivalents	\$ 679,520	\$ 441,788
Due from Township General Capital Fund	<u>          -</u>	<u>      75,087</u>
Total Unrestricted Current Assets	<u>      679,520</u>	<u>      516,875</u>
Restricted Current Assets		
Escrow Account		
Cash and Cash Equivalents	219,595	176,105
Affordable Housing Account		
Cash and Cash Equivalents	2,634,560	2,634,085
Escrow Deposits Receivable	<u>      30,140</u>	<u>          881</u>
Total Restricted Current Assets	<u>      2,884,295</u>	<u>      2,811,071</u>
Total Current Assets	<u>      3,563,815</u>	<u>      3,327,946</u>
Total Assets	<u>      3,563,815</u>	<u>      3,327,946</u>

**WOODBIDGE REDEVELOPMENT AGENCY  
COMPARATIVE STATEMENTS OF NET POSITION  
AS OF JUNE 30, 2016 AND 2015**

	<u>2016</u>	<u>2015</u>
<b>LIABILITIES</b>		
Current Liabilities (Payable from Unrestricted Assets)		
Accounts Payable	\$ 13,504	\$ 85,081
Unearned Revenue	<u>158,289</u>	<u>147,437</u>
Total Current Liabilities (Payable from Unrestricted Assets)	<u>171,793</u>	<u>232,518</u>
Current Liabilities (Payable from Restricted Assets)		
Accounts Payable	63,430	4,442
Escrow Deposits Payable	<u>185,453</u>	<u>171,724</u>
Total Current Liabilities (Payable from Restricted Assets)	<u>248,883</u>	<u>176,166</u>
Total Current Liabilities	<u>420,676</u>	<u>408,684</u>
<b>NET POSITION</b>		
Restricted For:		
Affordable Housing	2,634,560	2,634,085
Unrestricted	<u>508,579</u>	<u>285,177</u>
Total Net Position	<u>\$ 3,143,139</u>	<u>\$ 2,919,262</u>

**WOODBIDGE REDEVELOPMENT AGENCY  
COMPARATIVE STATEMENTS OF REVENUES, EXPENSES AND  
CHANGES IN NET POSITION  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015**

	<u>2016</u>	<u>2015</u>
<b>OPERATING REVENUES</b>		
Redeveloper Reimbursements	\$ 244,271	\$ 102,292
Municipal Contribution	200,000	211,025
Township General Capital Fund Contribution	143,838	3,038,907
Intergovernmental Grants:		
Gardinier Grant Fund	10,000	-
Miscellaneous Fees	<u>317,028</u>	<u>161,200</u>
 Total Operating Revenues	 <u>915,137</u>	 <u>3,513,424</u>
 <b>OPERATING EXPENSES</b>		
Salaries and Wages	126,617	119,820
Other Expenses	<u>564,992</u>	<u>3,232,358</u>
 Total Operating Expenses	 <u>691,609</u>	 <u>3,352,178</u>
 <b>OPERATING INCOME</b>	 <u>223,528</u>	 <u>161,246</u>
 <b>NON-OPERATING REVENUES</b>		
Interest Income	<u>349</u>	<u>457</u>
 Total Non-Operating Revenues	 <u>349</u>	 <u>457</u>
 <b>CHANGE IN NET POSITION</b>	 223,877	 161,703
Total Net Position, Beginning of Year	<u>2,919,262</u>	<u>2,757,559</u>
Total Net Position, End of Year	<u>\$ 3,143,139</u>	<u>\$ 2,919,262</u>

**WOODBIDGE REDEVELOPMENT AGENCY  
COMPARATIVE STATEMENTS OF CASH FLOWS  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015**

	<u>2016</u>	<u>2015</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash Received from Redevelopers Reimbursements	\$ 219,581	\$ 151,973
Cash Received from Municipal Contribution	200,000	211,025
Cash Received from Township General Capital Fund	218,925	3,202,758
Cash Received from Intergovernmental Grants	30,000	-
Cash Received from Miscellaneous Fees	317,028	181,200
Cash Paid to Township of Woodbridge	-	(112,344)
Cash Paid for Providing Services	(577,581)	(3,418,148)
Cash Paid for Employees	<u>(126,617)</u>	<u>(119,820)</u>
Net Cash Provided by Operating Activities	<u>281,336</u>	<u>96,644</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>		
Interest Received from Escrow Deposits	<u>12</u>	<u>31</u>
Net Cash Provided by NonCapital Financing Activities	<u>12</u>	<u>31</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Interest Income	<u>349</u>	<u>457</u>
Net Cash Provided by Investing Activities	<u>349</u>	<u>457</u>
Net Increase in Cash and Cash Equivalents	281,697	97,132
Cash and Cash Equivalents, Beginning of Year	<u>3,251,978</u>	<u>3,154,846</u>
Cash and Cash Equivalents, End of Year	<u>\$ 3,533,675</u>	<u>\$ 3,251,978</u>
<b>ANALYSIS OF BALANCE AT JUNE 30,</b>		
Unrestricted - Cash and Cash Equivalents	\$ 679,520	\$ 441,788
Restricted - Cash and Cash Equivalents	<u>2,854,155</u>	<u>2,810,190</u>
	<u>\$ 3,533,675</u>	<u>\$ 3,251,978</u>

**WOODBIDGE REDEVELOPMENT AGENCY  
COMPARATIVE STATEMENTS OF CASH FLOWS  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015**

	<u>2016</u>	<u>2015</u>
<b>Reconciliation of Operating Income to Net Cash Provided by Operating Activities</b>		
Operating Income	\$ 223,528	\$ 161,246
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities		
(Increase) in Escrow Deposits Receivable	(29,259)	18,063
(Increase)/Decrease in Due from Redeveloper	-	20,000
(Increase) in Due from Township General Capital Fund	75,087	163,851
Increase/(Decrease) in Accounts Payable	(12,589)	(185,790)
(Decrease) in Due to Township Affordable Housing Trust	-	(112,344)
Increase/(Decrease) in Unearned Revenue	10,852	-
Increase in Escrow Deposits Payable	<u>13,717</u>	<u>31,618</u>
Total Adjustments	<u>57,808</u>	<u>(64,602)</u>
Net Cash Provided by Operating Activities	<u>\$ 281,336</u>	<u>\$ 96,644</u>

**NOTES TO THE FINANCIAL STATEMENTS**

**WOODBIDGE REDEVELOPMENT AGENCY  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Description of Reporting Entity and Activities**

The Woodbridge Redevelopment Agency (the "Agency") is a public body corporate and politic of the State of New Jersey. The Agency was created by Township ordinance pursuant to the provisions of N.J.S.A. 40A:12A-1, et seq., for the purpose of carrying out the redevelopment plans for the Township of Woodbridge. The Agency is empowered to exercise public and essential government functions, including acquisition, condemnation, clearance, renovation and redevelopment of property in designated blighted areas and to carry out redevelopment plans for the Township of Woodbridge.

The Agency is governed by a Board of Commissioners (the "Board") consisting of seven members, who are appointed by the Mayor with the advice and consent of the Township Council. The Board of Commissioners determines policy actions, approves resolutions and selects an executive director to be responsible for the overall operation of the Agency.

On August 5, 1992, the Legislature of the State of New Jersey adopted the Local Redevelopment and Housing Law (NJSA 40A:12A-1 et. seq.) which became effective on a retroactive basis to January 1, 1992. This law requires all redevelopment agencies to be subject to the provisions of the "Local Authorities Fiscal Control Law". As a result of this legislation, the Woodbridge Redevelopment Agency is subject to the laws, rules and regulations promulgated for Authorities in the State of New Jersey and must report to the Bureau of Authority Regulation, Division of Local Government Services, Department of Community Affairs, State of New Jersey.

The Woodbridge Redevelopment Agency includes in its financial statements the primary government and those component units for which the primary government is financially accountable. Component units are legally separate organizations for which the Agency is financially accountable or other organizations for which the nature and significance of their relationship with the primary government is such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. The Agency is financially accountable for an organization if the Agency appoints a voting majority of the organization's board, and (1) the Agency is able to significantly influence the programs or services performed or provided by the organization; or (2) the Agency is legally entitled to or can otherwise access the organization's resources; the Agency is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization, or the Agency is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the Agency in that the Agency approves the budget, the issuance of debt or the levying of taxes. Based on the foregoing criteria, the Agency has no component units. The Agency would be includable as a component unit of the Township of Woodbridge on the basis of such criteria.

**B. New Accounting Standard**

During fiscal year 2016, the Agency adopted the following GASB Statement:

- *GASB 72, Fair Value Measurement and Application.* This Statement addresses accounting and financial reporting issues related to fair value measurements. This Statement provides guidance for determining a fair value measurement for financial reporting purposes. This Statement applies to donated capital assets, donated works of art, donated historical treasures, and also similar to assets and capital assets received in a service concession agreement. This Statement also provides guidance for applying fair value to certain investments and disclosures related to all fair value measurements.

**WOODBIDGE REDEVELOPMENT AGENCY  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**C. Measurement Focus, Basis of Accounting and Basis of Presentation**

The accounts of the Agency are organized and operated on the basis of funds. The agency maintains an Enterprise Fund to account for its operations. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related, legal and contractual provisions. A description of the Agency's fund type it maintains to account for its financial transactions is as follows:

*Proprietary Fund Types* – This fund type accounts for operations that are organized to be self-supporting and includes Enterprise Funds. An enterprise fund is used to account for those operations that are financed and operated in a manner similar to private business or where the entity has decided that the periodic determination of revenues earned, costs incurred and/or net income is appropriate for management accountability purposes.

The Agency's financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. All assets and all liabilities associated with these operations are included on the Statement of Net Position. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Private-sector standards of accounting and financial reporting issued by the Financial Accounting Standards Board (FASB) prior to December 1, 1989, generally are followed in proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board (GASB). Governments also have the *option* of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The Agency has elected not to follow FASB guidance issued subsequent to December 1, 1989.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. Operating expenses for enterprise funds include the cost of operations and services and administrative expenses. The Agency considers transactions pertaining to property held for redevelopment to be operating revenues and expenses since these transactions are connected with its principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**D. Assets, Liabilities and Net Position**

1. **Cash, Cash Equivalents and Investments** – The Agency considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. Investments are stated at fair value and are limited by N.J.S.A. 40A:5-15.1.
2. **Restricted Assets** – Certain assets are classified restricted because they are maintained in separate bank accounts and their use is limited as the result of certain agreements entered into between the Agency and third parties.
3. **Net Position** – In the statement of net position, there are two classes of net position:
  - **Restricted Net Position** – reports net position when constraints placed on the residual amount of noncapital assets are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments, or imposed by law through constitutional provisions or enabling legislation.
  - **Unrestricted Net Position** – any portion of net position not already classified as either net investment in capital assets or net position – restricted is classified as net position – unrestricted.

**WOODBIDGE REDEVELOPMENT AGENCY  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**D. Assets, Liabilities and Net Position (Continued)**

4. **Use of Estimates** – The preparation of financial statements requires management of the Agency to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of accrued revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

**E. Budgetary Information**

An annual operating budget is prepared and adopted each fiscal year by the Agency. The budget is prepared in accordance with the Budget Manual for Local Authorities as promulgated by the Division of Local Government Services which differs in certain respects from accounting principles generally accepted in the United States of America. The Agency may at their discretion modify the budget subsequent to adoption. The legal level of budget control is defined in the Agency as the current budget plus other available funds. Unencumbered appropriations lapse at year-end.

**F. Revenue Recognition**

Township budget appropriations are recognized as operating revenue when they become available as appropriations in the Township's budget. Grants received are recognized as revenue when the resources are expended for the purpose specified in the grant agreement. Grant funds received and the related program income not yet expended are reported as unearned revenue.

**NOTE 2 DEPOSITS AND INVESTMENTS**

**Cash Deposits** – The Agency's deposits are insured through either the Federal Deposit Insurance Corporation (FDIC), Securities Investor Protection Corporation (SIPC) or New Jersey's Governmental Unit Deposit Protection Act (GUDPA). The Agency is required to deposit their funds in a depository which is protecting such funds pursuant to GUDPA. The New Jersey Governmental Unit Deposit Protect Act requires all banks doing business in the State of New Jersey to pledge plus collateral equal to 5% of the average amount of its public deposits and 100% of the average amount of its public funds in excess of the lessor of 75% of its capital funds or \$200 million for all deposits not covered by the FDIC.

Bank balances are insured up to \$250,000 in the aggregate by the FDIC for each bank. SPIC replaces cash claims up to a maximum of \$250,000 for each failed brokerage firm. At June 30, 2016 and 2015, the book value of the Agency's deposits were \$3,533,675 and \$3,251,978, respectively, and the bank balance of the Agency's cash and deposits amounted to \$3,537,346 and \$3,365,682, respectively.

The Agency's deposits which are displayed on the balance sheet as "cash and cash equivalents" are categorized as:

<u>Depository Account</u>	<u>Bank Balance</u>	
	<u>2016</u>	<u>2015</u>
Insured		
Restricted	\$2,859,266	\$2,947,769
Unrestricted	<u>678,080</u>	<u>417,913</u>
	<u>\$3,537,346</u>	<u>\$3,365,682</u>

**WOODBIDGE REDEVELOPMENT AGENCY  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015**

**NOTE 2 DEPOSITS AND INVESTMENTS (Continued)**

Custodial Credit Risk – Deposits – 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 June 30, 2016 and 2015, none of the Agency’s bank balances were exposed to custodial credit risk.

**Investments** – The Agency is permitted to invest unrestricted operating funds in accordance with the types of securities authorized by N.J.S.A. 40A:5-15.1. Investments include bonds or other obligations of the United States or obligations guaranteed by the United States of America, Government Money Market Mutual Funds, bonds or other obligations of the Agency or bonds or other obligations of the school districts which are part of the Agency or school districts located within the Agency, Local Government investment pools, and agreements or the repurchase of fully collateralized securities, if transacted in accordance with N.J.S.A. 40A:5-15.1 (8a-8e). As of June 30, 2016 and 2015 the Agency has no outstanding investments.

**NOTE 3 CAPITAL ASSETS**

There was no capital asset activity for the years ended June 30, 2016 and 2015.

**NOTE 4 EMPLOYEE RETIREMENT SYSTEMS**

The State of New Jersey sponsors and administers the cost-sharing contributory defined benefit public employee retirement systems (retirement systems) covering substantially all state and local government employees. Employees of the Woodbridge Redevelopment Agency who are eligible for pension coverage are enrolled in the Public Employees Retirement System (PERS).

**Public Employees’ Retirement System (PERS)** – Established in January 1955, under the provisions of N.J.S.A. 43:15A to provide coverage, including post-retirement health care, to substantially all full-time employees of the State or any county, municipality, school district, or public agency provided the employee is not a member of another State-administered retirement system. Membership is mandatory for such employees and vesting occurs after 10 years of service for pension benefits and 25 years for post-retirement health care coverage. PERS is a cost sharing multi-employer defined benefit pension plan.

The State of New Jersey sponsors and administers the following defined contribution public employee retirement system (retirement system) covering certain state and local government employees which include those employees who are eligible for pension coverage.

**Other Pension Funds**

The State established and administers a Supplemental Annuity Collective Trust Fund (SACT) which is available to active members of the State-administered retirement systems to purchase annuities to supplement the guaranteed benefits provided by their retirement system. The State or local governmental employers do not appropriate funds to SACT.

The cost of living increase for PERS is funded directly by the system, but is currently suspended as a result of reform legislation.

**WOODBRIIDGE REDEVELOPMENT AGENCY  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015**

**NOTE 4 EMPLOYEE RETIREMENT SYSTEMS (Continued)**

**Other Pension Funds (Continued)**

According to state law, all obligations of the retirement system will be assumed by the State of New Jersey should the retirement system be terminated

The State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, issues publicly available financial reports that include the financial statements and required supplementary information of above system. The financial reports may be accessed via the State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, website at [www.state.nj.us/treasury/pensions](http://www.state.nj.us/treasury/pensions).

**Basis of Accounting**

The financial statements of the various pension Funds administered by the State of New Jersey are prepared on the accrual basis of accounting. Employer contributions are recognized when payable to the Funds. Benefits or refunds are recognized when due and payable in accordance with the applicable eligibility terms of the funds.

**Investment Valuation**

Investments are reported at fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Mortgages are valued on the basis of future principal and interest payments, and are discounted at prevailing interest rates for similar instruments. The fair value of real estate investments is based on independent appraisals. Investments that do not have an established market are reported at estimated fair values.

The State of New Jersey, Department of the Treasury, Division of Investment, issues publicly available financial reports that include the financial statements of the State of New Jersey Cash Management Fund. The financial reports may be obtained by writing to the State of New Jersey, Department of the Treasury, Division of Investment, P.O. Box 290, Trenton, New Jersey 08625-0290.

**Funding Status and Funding Progress**

As of July 1, 2013, the most recent actuarial valuation date, which was rolled forward to June 30, 2014, the aggregate funded ratio for all the State administered retirement systems, including PERS, is 62.8 percent with an unfunded actuarial accrued liability of \$51.0 billion. The aggregate funded ratio and unfunded accrued liability for the local PERS is 52.08 percent and \$18.7 billion.

The funded status and funding progress of the retirement systems is based on actuarial valuations which involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. These amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the probability of future events.

Actuarial calculations reflect a long-term perspective and are based on the benefits provided under the terms of the retirement systems in effect at the time of each valuation and also consider the pattern of the sharing of costs between the employer and members at that point in time. The projection of benefits for financial reporting purposes does not explicitly incorporate the potential effects of legal or contractual funding limitations on the pattern of cost sharing between the employer and members in the future.

**WOODBIDGE REDEVELOPMENT AGENCY  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015**

**NOTE 4 EMPLOYEE RETIREMENT SYSTEMS (Continued)**

**Actuarial Methods and Assumptions**

In the July 1, 2013 actuarial valuation, the date of the most recent actuarial valuations, the projected unit credit was used as the actuarial cost method, and the five year average of market value was used as the asset valuation method for the pension trust funds. The actuarial assumptions included: (a) a 7.90% investment rate of return for the PERS retirement system; and (b) projected salary increases of 2.15-5.40 percent based on age for the PERS.

**Employer and Employee Contributions**

The contribution policy is set by laws of the State of New Jersey and contributions are required by active members and participating employers. Plan members and employer contributions may be amended by State of New Jersey legislation, with the amount of contributions by the State of New Jersey contingent upon the annual Appropriations Act. As defined, the PERS requires employee contributions based on 6.92% of employee's annual compensation for fiscal year 2015.

**Annual Pension Cost**

For PERS, which is a cost sharing multi-employer defined benefit pension plan, the annual pension cost equals contributions made.

During the years ended June 30, 2016 and 2015, the Agency employees were enrolled in the Township's PERS pension plan. Therefore, the Agency was not required to directly contribute for normal cost pension contributions.

**Post-Retirement Medical Benefits**

The Agency currently does not provide employer paid post-retirement medical benefits to its active or retired employees.

**NOTE 5 RISK MANAGEMENT**

The Agency is exposed to various risks of loss related to general liability, damage and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Agency is included in the Township of Woodbridge's insurance policy to guard against these events which are intended to provide minimum exposure to the Agency should they occur.

**NOTE 6 INTERLOCAL AGREEMENT**

The Township of Woodbridge and the Agency have entered into an Interlocal Agreement during 2007 for the purpose of the Township supporting the Agency in various ways to facilitate the Agency's redevelopment efforts until the Agency can become self sustaining. The term of this Interlocal Agreement shall commence retroactively to January 1, 2007 and shall conclude upon the earlier of (i) termination by the Township in writing to the Agency, or (ii) the Agency determining that it is able to fund its operation and terminating the Agreement.

**WOODBIDGE REDEVELOPMENT AGENCY  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015**

**NOTE 7 OTHER MATTERS**

On July 26, 2011, the Township of Woodbridge adopted the Cooper Towers Rehabilitation Plan for the rehabilitation of certain properties in the Township and appointed the Agency to act as the Redevelopment Entity for the Cooper Towers Rehabilitation Area. The Township transferred \$2,250,000 from the Affordable Housing Trust Fund to pay for the costs associated with this project. The cumulative affordable housing expenses incurred by the Agency for the years ended June 30, 2016 and 2015 for this project was \$2,201,136 and \$2,201,136, respectively.

In fiscal year 2013 the Agency received \$2,600,000 from the sale of property held for redevelopment. The proceeds of this sale are to be utilized to develop affordable housing in connection with the Camel Creek Rehabilitation Plan. The cumulative affordable housing expenses incurred by the Agency for the years ended June 30, 2016 and 2015 for this project was \$16,604 and \$16,604, respectively.

On April 5, 2016, the Township of Woodbridge and the Agency entered in a Shared Service Agreement related to the administration of the Township's abandoned properties. The Agency shall provide the following services under this agreement: i) identify and inventory abandoned properties located in the Township (referred to as the "Abandoned Property List"); ii) provide any and all notices required by state statute; iii) provide for property inspections and registration of abandoned properties including the collection of fees and penalties; iv) establish rules and procedures governing appeals challenging the inclusion of any property on the Abandoned Property List; v) exercise available legal remedies associated with the Abandoned Property List; and vi) maintain reports, records and accounts of all properties included on the Abandoned Property List.

**SUPPLEMENTARY SCHEDULE**

**WOODBRIIDGE REDEVELOPMENT AGENCY**  
**SCHEDULE OF REVENUES AND EXPENSES COMPARED TO BUDGET**  
**FOR THE YEAR ENDED JUNE 30, 2016**  
**BUDGETARY BASIS**

(With Comparative Actual Amounts for the Year Ended June 30, 2015)

	2016 Modified <u>Budget</u>	2016 <u>Actual</u>	Variance Excess (Deficit)	2015 <u>Actual</u>
<b>OPERATING REVENUES</b>				
Administrative Fees	\$ 25,000	\$ 25,000	\$ -	\$ 50,000
Application Fees	170,000	236,000	66,000	111,000
Abandoned Property Registration Fees		56,000	56,000	
Intergovernmental Grants		10,000	10,000	-
Miscellaneous Revenues	-	28	28	200
	<u>195,000</u>	<u>327,028</u>	<u>132,028</u>	<u>161,200</u>
<b>NON-OPERATING REVENUES</b>				
Local Subsidies & Donations (A)	150,000	200,000	50,000	211,025
Interest	100	42	(58)	18
	<u>150,100</u>	<u>200,042</u>	<u>49,942</u>	<u>211,043</u>
<b>Total Revenues</b>	<u>\$ 345,100</u>	<u>\$ 527,070</u>	<u>\$ 181,970</u>	<u>\$ 372,243</u>
<b>OPERATING APPROPRIATIONS</b>				
<b>ADMINISTRATION</b>				
Salaries and Wages	\$ 157,200	\$ 126,617	\$ 30,583	\$ 119,820
Other Expenses	5,000	7,658	(2,658)	2,669
	<u>162,200</u>	<u>134,275</u>	<u>27,925</u>	<u>122,489</u>
<b>COST OF PROVIDING SERVICES</b>				
Other Expenses	240,700	169,394	71,306	79,420
	<u>240,700</u>	<u>169,394</u>	<u>71,306</u>	<u>79,420</u>
<b>Total Operating Appropriations</b>	<u>402,900</u>	<u>303,669</u>	<u>99,231</u>	<u>201,909</u>
<b>Budgetary Income (Balance Forward)</b>	<u>\$ (57,800)</u>	<u>\$ 223,401</u>	<u>\$ 281,201</u>	<u>\$ 170,334</u>

(A) The Agency considers this revenue to be an operating revenue for financial reporting purposes.

**WOODBIDGE REDEVELOPMENT AGENCY**  
**SCHEDULE OF REVENUES AND EXPENSES COMPARED TO BUDGET**  
**FOR THE YEAR ENDED JUNE 30, 2016**  
**BUDGETARY BASIS**

(With Comparative Actual Amounts for the Year Ended June 30, 2015)

	2016 Adopted <u>Budget</u>	2016 <u>Actual</u>	Variance Excess (Deficit)	2015 <u>Actual</u>
<b>Budgetary Income (Brought Forward)</b>	\$ (57,800)	\$ 223,401	\$ 281,201	\$ 170,334
<b>Reconciliation of Budgetary Income to Change in Net Position - GAAP</b>				
Increases to Budgetary Income:				
Township General Capital Fund Contribution		143,838		3,038,907
Redeveloper Reimbursements		244,271		102,292
Interest Earned - Affordable Housing Account		307		439
Affordable Housing - Other Income		169		-
Decreases to Budgetary Income:				
Affordable Housing Expenses		-		(9,070)
Woodbridge High School Field House Expenses		(143,838)		(3,038,907)
Redeveloper Expenses		<u>(244,271)</u>		<u>(102,292)</u>
<b>Change in Net Position</b>		<u>\$ 223,877</u>		<u>\$ 161,703</u>

**GOVERNMENT AUDITING STANDARDS REPORT**



# LERCH, VINCI & HIGGINS, LLP

CERTIFIED PUBLIC ACCOUNTANTS  
REGISTERED MUNICIPAL ACCOUNTANTS

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GARY J. VINCI, CPA, RMA, PSA  
GARY W. HIGGINS, CPA, RMA, PSA  
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SHERYL M. NICOLSI, CPA  
ROBERT AMPONSAH, CPA

## 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

Honorable Chairman and Members of the Board  
Woodbridge Redevelopment Agency  
Woodbridge, 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 Woodbridge Redevelopment Agency, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Woodbridge Redevelopment Agency's basic financial statements, as listed in the table of contents, and have issued our report thereon dated August 16, 2016.

### Internal Control over Financial Reporting

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


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

## Compliance and Other Matters

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



LERCH, VINCI & HIGGINS, LLP  
Certified Public Accountants  
Registered Municipal Accountants

Fair Lawn, New Jersey  
August 16, 2016

**ROSTER OF OFFICIALS**  
**AND**  
**GENERAL COMMENTS AND RECOMMENDATIONS**

## **ROSTER OF OFFICIALS**

**JUNE 30, 2016**

<u>Name</u>	<u>Title</u>
Henry Haidacher	Chairperson
Robert Gillespie	Vice-Chairperson
John Ur	Commissioner
Richard Dalina	Commissioner
Hope Ann Kondrk	Commissioner
Laura Kohut	Commissioner
Cory S. Spillar	Commissioner
John E. McCormac	Mayor
Caroline Ehrlich	Executive Director
Marta Lefsky	Director of Planning
Rose Ruvolo	Chief Accountant
Heather LaMotta	Secretary

**COMMENTS/RECOMMENDATIONS**

There are none.

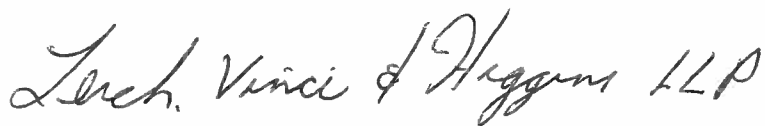
**Status of Prior Year's Audit Comments and Recommendations**

There were none.

**Appreciation**

We desire to express our appreciation of the assistance of the Executive Director and Agency staff during the course of our audit.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lerch, Vinci & Higgins LLP".

LERCH, VINCI & HIGGINS, LLP  
Certified Public Accountants  
Registered Municipal Accountants