

**CUMBERLAND-SALEM SOIL  
CONSERVATION DISTRICT**

**Deerfield, New Jersey**

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**REPORT OF AUDIT  
FOR THE YEAR ENDED JUNE 30, 2019**

**Report dated October 8, 2019**

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**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**

**ROSTER OF OFFICIALS**

**FOR THE YEAR ENDED JUNE 30, 2019**

**DISTRICT BOARD OF SUPERVISORS**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Term Expires</u></b>
Ronald Thomas	Chairman	June 30, 2020
Ralph Sickler	Vice Chairman	June 30, 2021
Maurice Sheets	Supervisor	June 30, 2021
Henry Dubois	Supervisor	June 30, 2020
Tom Tedesco	Supervisor	June 30, 2022

**ADMINISTRATIVE OFFICIALS**

Michael J. Bonham	District Manager
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**Other Reporting Required by Government Auditing Standards**

In accordance with **Government Auditing Standards**, we have also issued a report dated October 8, 2019 on our consideration of the Cumberland Salem Soil Conservation District's internal control over financial reporting and our test 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 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 Cumberland Salem Soil Conservation District's internal control over financial reporting and compliance.

Respectfully submitted,

**NIGHTLINGER, COLAVITA & VOLPA, P.A.**

Raymond Colavita, C.P.A.  
Registered Municipal Accountant  
October 8, 2019



# NIGHTLINGER, COLAVITA & VOLPA

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*Certified Public Accountants*

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## INDEPENDENT AUDITOR'S REPORT

Board of Supervisors  
Cumberland Salem Soil Conservation District  
1516 Route 77, P.O. Box 68  
Deerfield, New Jersey 08313

To the Board of Supervisors:

### **Report on Financial Statements**

We have audited the accompanying financial statements of the Cumberland Salem Soil Conservation District as of June 30, 2019 and the related statements of activities and changes in net position and of cash flows for the year then ended, and the related notes to the financial statements, which collectively comprise the Cumberland Salem Soil Conservation District'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 the financial provisions of the New Jersey Department of Agriculture's Financial Accounting Manual. Management is also responsible 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.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in **Government Auditing Standards** issued by the Comptroller General of the United States; and the audit requirements prescribed by the New Jersey Department of Agriculture's Financial Accounting Manual, as required by the New Jersey State Soil Conservation Committee. Those standards require that we plan and perform our audit to obtain reasonable assurance about whether the financial statements are free of 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 an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall financial statement presentation.

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

### **Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles**

As described in Note 1 of the financial statements, the financial statements are prepared by the District on the basis of the financial reporting provisions of the New Jersey Department of Agriculture's Financial Accounting Manual, which is a basis of accounting other than accounting principles generally accepted in the United States of America, as required by the New Jersey State Soil Conservation Committee.

The effects on the financial statements of the variances between the statutory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

### **Adverse Opinion on U.S. Generally Accepted Accounting Principles**

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Cumberland Salem Soil Conservation District, as of June 30, 2019, or the results of its operations and changes in net position for the years then ended.

### **Opinion on Statutory Basis of Accounting**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Cumberland Salem Soil Conservation District, as of June 30, 2019, and the changes in net position and its cash flows for the year then ended in accordance with the financial provisions of the New Jersey Department of Agriculture's Financial Accounting Manual.

### **Report on Summarized Comparative Information**

We have previously audited Cumberland Salem Soil Conservation District's 2018 financial statements, and our report dated September 12, 2018, expressed an unmodified opinion on those financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2018, is consistent, in all material respects, with the audited financial statements from which it has been derived.

### **Other Matters**

#### *Required Supplementary Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Cumberland Salem Soil Conservation District's financial statements as a whole. The accompanying supplementary information listed in the foregoing table of contents, is presented for the are presented for the purposes of additional analysis as required by the New Jersey Department of Agriculture's Financial Accounting Manual in accordance with those standards regarding the statement of budget versus actual revenue and expenditures - all funds combined and is not a required part of the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 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 and the audit requirements as prescribed by the New Jersey Department of Agriculture's Financial Accounting Manual. In our opinion, the statement of budget versus actual revenue and expenditures if fairly stated, in all material respects, in relation to the financial statements taken as a whole.

# NIGHTLINGER, COLAVITA & VOLPA

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

Board of Supervisors  
Cumberland Salem Soil Conservation District  
1516 Route 77 P.O. Box 68  
Deerfield, New Jersey 08313

To the Board of Supervisors:

We have audited the financial statements of the Cumberland Salem Soil Conservation District as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Cumberland Salem Soil Conservation District's basic financial statements and have issued our report thereon dated October 8, 2019. 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; audit requirements prescribed by the State Soil Conservation Committee, Department of Agriculture, State of New Jersey.

### Internal Control Over Financial Reporting

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

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

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

### **Compliance and Other Matters**

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

### **Purpose of this Report**

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

This report is intended for the information of the Cumberland Salem Soil Conservation District, the funding sources of the Cumberland Salem Soil Conservation District, the New Jersey Department of Agriculture, and Federal and State audit agencies and is not intended to be and should not be used by anyone other than those specified parties. However, this report is a matter of public record and its distribution is not limited.

Respectfully submitted,

**NIGHTLINGER, COLAVITA & VOLPA, P.A.**

Raymond Colavita, C.P.A.  
Registered Municipal Accountant  
October 8, 2019

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**COMBINED BALANCE SHEET**  
**JUNE 30, 2019 and 2018**

	Unrestricted Funds	Chapter 251	Temporarily Restricted Equipment Fund	Building Fund	Totals for the Year Ended June 30
					2019
					2018
<b>ASSETS</b>					
Current Assets:					
Cash	\$	\$	\$	\$	\$
Operating Funds	324,394	367,502			316,872
Savings and Investments		39,384	110	73,488	413,700
Accounts Receivable					
Stormwater Fees Receivable	2,700				5,900
Cumberland County		1,073			15,000
Prepaid Insurance					1,003
Total Current Assets	327,094	407,959	110	73,488	808,651
Fixed Assets					
Office Furniture and Equipment			92,530		92,530
Land				52,290	52,290
Building				60,281	60,281
Improvements and Renovations				64,874	64,874
Total Fixed Assets			92,530	177,445	269,975
Less: Accumulated Depreciation			88,765	111,531	193,897
Total Fixed Assets - Net of Depreciation			3,765	65,914	76,078
Total Assets	\$ 327,094	\$ 407,959	\$ 3,875	\$ 139,402	\$ 828,553

The accompanying Notes to Financial Statements are an integral part of this statement.

CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT  
COMBINED BALANCE SHEET  
JUNE 30, 2019 and 2018

	Unrestricted Funds	Chapter 251	Temporarily Restricted Equipment Fund	Building Fund	Totals for the Year Ended June 30
					2019 2018
<u>LIABILITIES, NET POSITION AND RESERVES</u>					
Current Liabilities:					
Accounts Payable	\$	577	\$		\$ 1,299
Due State of NJ Application Fee		725			825
Due RFA Reimbursement Fee		810			1,770
Accrued Payroll Liabilities		2,247			7
Total Current Liabilities		4,359			3,901
<u>NET POSITION AND RESERVES</u>					
Reserve for Future Soil Erosion and Sediment Control Act Expenditures (See Note 2)	42,000	403,600			368,575 42,000
Reserve for Future Legal Costs (See Note 3)					
Reserve for Compensated Absences (See Note 6)	48,619				45,987
Net Position - Per Exhibit B	236,475		3,875	139,402	368,090
Total Net Position and Reserves	327,094	403,600	3,875	139,402	824,652
Total Liabilities, Net Position and Reserves	\$ 327,094	\$ 407,959	\$ 3,875	\$ 139,402	\$ 828,553

The accompanying Notes to Financial Statements are an integral part of this statement.

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**STATEMENT OF SUPPORT, REVENUE AND EXPENDITURES AND CHANGES IN NET POSITION**  
**JUNE 30, 2019 and 2018**

	Unrestricted Funds	Temporarily Restricted			Totals for the Year Ended June 30	
		Chapter 251	Equipment Fund	Building Fund	2019	2018
Support and Revenue						
Soil Erosion and Sediment Control Act Fees	\$	157,800	\$	\$	157,800	\$ 134,905
State Stormwater Fees	7,560				7,560	10,000
Cumberland County	15,000				15,000	15,000
Interest on Investments	215	399			614	652
Total Support and Revenue	22,775	158,199			180,974	160,557
Expenditures						
Salaries and Wages		66,216			66,216	76,193
Health Benefits		9,934			9,934	9,545
Payroll Taxes		10,292			10,292	9,785
Pension Expense		10,092			10,092	6,959
Professional Services		4,787			4,787	6,822
Maintenance/Repairs		3,593			3,593	3,511
Office Supplies and Expenses		2,622			2,622	2,378
Insurance		6,272			6,272	6,244
Contracted Services						7,583

The accompanying Notes to Financial Statements are an integral part of this statement.



**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**STATEMENT OF SUPPORT, REVENUE AND EXPENDITURES AND CHANGES IN NET POSITION**  
**JUNE 30, 2019 and 2018**

	Temporarily Restricted				Totals for the	
	Unrestricted Funds	Chapter 251	Equipment Fund	Building Fund	Year Ended June 30 2019	2018
Expenditures (continued)						
Professional/Training	\$	2,969	\$	\$	2,969	\$ 3,060
Utilities		6,154			6,154	5,189
Vehicle Expenses		2,919			2,919	1,807
Depreciation			3,493	2,906	6,399	6,399
Total Expenditures		125,850	3,493	2,906	132,249	145,475
Excess (Deficiency) of Support and Revenues Over Expenditures	22,775	32,349	(3,493)	(2,906)	48,725	15,082
Non-Operating Sources and Uses:						
(Increase) Decrease in Reserves:						
Future Soil Erosion and Sediment Control Act Expenditures		(32,349)			(32,349)	(3,836)
Compensated Absences	(2,632)				(2,632)	(29,794)
Future Legal Costs						7,583
Prior Year Revenue Adjustment						(44,703)
Transfer to Reserves	(2,082)				(2,082)	423,758
Net Position, July 1, 2018	218,414		7,368	142,308	368,090	
Net Position, June 30, 2019 to Exhibit A	\$ 236,475	\$	3,875	\$ 139,402	\$ 379,752	\$ 368,090

The accompanying Notes to Financial Statements are an integral part of this statement.



**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**STATEMENT OF CASH FLOWS**  
**JUNE 30, 2019 and 2018**

	Totals for the Year Ended June 30	
	<u>2019</u>	<u>2018</u>
<u>Cash Flow from Operating Activities</u>		
Excess (deficiency) of Support and Revenues Over Expenditures	\$ 48,725	\$ 15,082
Adjustments to Reconcile Excess (deficiency) of Support and Revenue Over Expenditures to Net Cash Provided by Operating Activities:		
Non-cash Items Included in Income:		
Depreciation	6,399	6,399
Increase (decrease) in Prior Revenue	15,594	17,838
Changes in Assets and Liabilities:		
(Increase)/Decrease in Accounts Receivable	3,200	(18,600)
(Increase)/Decrease in Prepaid Insurance	(70)	8
(Decrease)/Increase in Accounts Payable	(1,682)	302
(Decrease)/Increase in Due State of NJ Application Fees	(100)	825
(Decrease)/Increase in Accrued Payroll	2,240	(7,498)
Cash Provided From Operations	<u>74,306</u>	<u>14,356</u>
<u>Cash Flow from Investing Activities</u>		
Acquisition of Fixed Assets		
Net Increase (Decrease) in Cash	<u>74,306</u>	<u>14,356</u>
Cash and Cash Equivalents - June 30, 2018	<u>730,572</u>	<u>716,216</u>
Cash and Cash Equivalents - June 30, 2019	<u>\$ 804,878</u>	<u>\$ 730,572</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Description of Financial Reporting Entity**

The Cumberland-Salem Soil Conservation District is one of fifteen Districts in the state of New Jersey under the auspices of the New Jersey Department of Agriculture. Each District is governed by a Board of Supervisors, which sets policies and performance guidelines. The Districts work closely with the U.S. Soil Conservation Service to promote the wise use of soil and water resources. In 1976, the Districts in New Jersey were mandated to administer Chapter 251, The Soil Erosion and Sediment Control Act of 1976, the objective of which was to prevent erosion and sedimentation from development sites, mitigate impacts to soil resources and enhance soil quality.

**Financial Statement Presentation**

The District is required to report information regarding its financial position and activities according to three classes of assets, which are Unrestricted Net Position, Temporarily Restricted Net Position and Permanently Restricted Net Position. Unrestricted Net Position can be expended by the District for any aspect of its operations and at any time, as determined by management. Temporarily Restricted Net Position are either restricted as to a specific program, a specific time period or both, but will eventually be expended by the District. Permanently Restricted Net Position can never be expended, but benefit the District through investment earnings on such Assets. As of June 30, 2019, the District had only Unrestricted and Temporarily Restricted Net Position.

**Basis of Accounting**

The accounting policies of the Cumberland-Salem Soil Conservation District conform to practices prescribed by the New Jersey Department of Agriculture's Financial Accounting Manual.

All of the District's funds are accounted for using the modified accrual basis of accounting. Support and revenues are recognized when they become both measurable and available as net current assets. Expenditures are recognized when the related fund liability is incurred. Chapter 251 revenue is recognized when received and Chapter 251 expenses are recognized when incurred.

The accounts of the District shall be organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, Net Position, support, revenues and expenditures. Fixed asset purchases are to be recorded in the fund of acquisition, with an appropriate transfer to the equipment fund. Accumulated depreciation is reported on the statement of financial position.

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Fixed Asset Fund**

Capital Assets acquired or constructed for Property Plant and Equipment are recorded at cost. Depreciation is computed using the straight-line method based on the estimated useful lives of the related assets as listed below:

Equipment	5 Years
Building and Improvements	40 Years

**Amortization of Financing Costs**

Financing costs would be amortized using the straight-line method over the term of the loan. The District currently has no loans.

**Use of Estimates**

The preparation of financial statements in conformity with the New Jersey Department of Agriculture's Financial Accounting Manuel requires management to make estimates and assumptions that affect certain reported amounts of assets, liabilities and disclosures at the date of the financial statements, as well as the reported amounts of revenue and expenditures during the reporting period. Accordingly, actual results could differ from those estimates.

**Concentration of Credit Risk**

Custodial credit risk is the risk that, in the event of a bank failure, the District's deposits may not be recovered. Although the District does not have a formal policy regarding custodial credit risk, NJSA 17:9-41 t seq. requires that the governmental units shall deposit public funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act (GUDPA). GUDPA is a supplemental insurance program set forth by the New Jersey Legislature to protect the deposits of local government agencies. The program is administered by the Commissioner of the NJ Department of Banking and Insurance. Under the Act, the first \$250,000 of governmental deposits in each insured depository is protected by FDIC. Funds owned by the District in excess of FDIC insured amounts are protected by GUDPA. As of June 30, 2019, the District's bank balance of \$809,225 was exposed to custodial credit risk as follows:

Insured by FDIC	\$ 674,217
Collateralized by securities held by the pledging financial institution's trust department or agent but not in the depositor-government's name	135,008
	<u>\$ 809,225</u>

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

**2. RESERVE FOR FUTURE SOIL EROSION AND SEDIMENT CONTROL EXPENDITURES**

The Reserve for Future Soil Erosion and Sediment Control Act Expenditures is established to identify the funds available for the costs of future expenditures on projects currently received and in progress, for which fees under the act have been previously collected.

All fees collected from applicants are restricted to the Chapter 251 program and used only for implementing that program. The reserve balance includes the unexpended initial review/certification/inspection fees and supplemental fees received. At the option of the District Board and pursuant to formal action by the District Board, interest income from reserve balances may be utilized for the Chapter 251 program or for the District education program. Use of interest income is authorized by N.J.A.C. 2:90-1.12 and pursuant to policy approval by the State Soil Conservation Committee on September 13, 2007. The certification fees collected by the District are derived from an adopted fee schedule that was effective starting November 21, 1994. As a result of rising expenses incurred by the District to maintain their level of services, the Board has revised the fee schedule, effective August 1, 2010 to bring the fees charged in comparability to the expenses incurred.

The Reserve for Future Soil Erosion and Sediment Control Act Expenditures at June 30, 2019 was \$403,600, as compared with \$368,575 in the prior year.

**3. RESERVE FOR FUTURE LEGAL COSTS**

The Reserve for Future Legal Costs provides the District with funds necessary to pay for estimated future legal costs incurred as a result of current Chapter 251 operations. Management estimates that based on prior experience, the reserve balance for future legal costs should be \$42,000.

**4. CASH EQUIVALENTS**

For purposes of the Statement of Cash Flows, the Cumberland-Salem Soil Conservation District considers highly liquid investments with an initial maturity of three months or less to be cash equivalents.

**5. LITIGATION**

Per confirmation by the Cumberland-Salem Soil Conservation District's legal counsel, there are no pending litigations, claims, assessments, unasserted claims, or contingent liabilities against the District, which are considered material.

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

**6. RESERVE FOR COMPENSATED ABSENCES**

Compensated Absences are those absences for which employees will be paid, such as vacation or sick leave. While the benefit has already been earned, payment is conditioned upon use of the time earned or payment upon retirement, based on the policy in affect at the time of separation. Therefore, a liability has not been set up on the balance sheet, but Net Position has instead been reserved. The balance in the reserve as of June 30, 2019 is \$48,619.

**7. LEASES**

The District had no leases as of June 30, 2019.

**8. SURETY BOND COVERAGE**

The Cumberland-Salem Soil Conservation District has a public official's liability bond with coverage of \$70,000.

**9. REQUEST FOR AUTHORIZATION**

All storm water discharge associated with construction activity within the state of New Jersey incurs a fee payable to "Treasurer – State of New Jersey ". A portion of the fee is due to the New Jersey department of Environmental Protection, the remaining is split 70% and 30% to the district and State Soil Conservation committee, respectively.

**10. UNEARNED REVENUE**

Unearned Revenue represents restricted revenue that has been received but not yet earned. As of June 30, 2019, the District had no unearned revenue.

**11. PENSION PLANS**

**Description of Plans** - All required employees of the District are covered by the Public Employees' Retirement System (PERS) which has been established by state statute and is administered by the New Jersey Division of Pension and Benefits (NJDPB). The NJDPB issues a publicly available financial report that includes the financial statements and required supplementary information for the Public Employees Retirement System. This report may be obtained online at <https://www.nj.gov/treasury/pensions/financial-reports.shtml>.

**Public Employees' Retirement System**

The PERS is a cost-sharing multiple-employer defined benefit pension plan that was established in 1955. The PERS provides retirement, death and disability benefits to qualified members. The vesting and benefit provisions for PERS are set by N.J.S.A. 43:15A. All benefits vest after ten years of service, except for medical benefits, that vest after 25 years of service or under the disability provisions of PERS.



**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

**11. PENSION PLANS (Continued)**

**Public Employees' Retirement System (Continued)**

Service retirement benefits of 1/55th of final average salary for each year of service credit is available to tiers 1 and 2 members upon reaching age 60 and to tier 3 members upon reaching age 62. Service retirement benefits of 1/60th of final average salary for each year of service credit is available to tier 4 members upon reaching age 62 and tier 5 members upon reaching age 65. Early retirement benefits are available to tiers 1 and 2 members before reaching age 60, tiers 3 and 4 with 25 years or more of service credit before age 62, and tier 5 with 30 years or more of service credit before age 65. Benefits are reduced by a fraction of a percent for each month that a member retires prior to the age at which a member can receive full early retirement benefits in accordance with their respective tier. Tier 1 members can receive an unreduced benefit from age 55 to age 60 if they have at least 25 years of service. Deferred retirement is available to members who have at least 10 years of service credit and have not reached the service retirement age for the respective tier.

The following represents the membership tiers for PERS:

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

**Contributions** - The contribution policy is set by N.J.S.A. 43:15A and requires contributions by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. The PERS member total contribution rate as of July 1, 2018 was 7.5% of base salary. The District employee's contributions for the year ended June 30, 2019 were \$4,728. Employers in PERS are required to contribute at an actuarially determined rate which includes funding for cost-of-living adjustments, noncontributory death benefits, and post-retirement medical premiums. The PERS employer rate due in 2018 is 13.37% of covered payroll. The District is billed annually for its normal contribution plus any accrued liability. These contributions were paid by the District and equal to the required contributions for 2018. The District's contributions to PERS for the years ended June 30, 2019, and 2018 were \$10,292 and \$9,785 respectively.

The total payroll for the year ended June 30, 2019 was \$66,216. Payroll covered by PERS was \$66,216.

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

**11. PENSION PLANS (Continued)**

**Public Employees' Retirement System (Continued)**

**Components of Net Pension Liability** - At June 30, 2019, the District's proportionate share of the PERS net pension liability was \$176,808. The net pension liability was measured as of June 30, 2018. The District's proportion of the net pension liability was based on the District's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended June 30, 2018. The District's proportion measured as of June 30, 2018 was 0.000898% which was a decrease of 0.000012% from its proportion measured as of June 30, 2017.

**Pension Expense and Deferred Outflows/Inflows of Resources** - The District's 2019 PERS pension expense, with respect to GASB 68, was \$9,152. The District's 2019 deferred outflows of resources and deferred inflows of resources were from the following sources:

	<b><u>Deferred Outflows of Resources</u></b>	<b><u>Deferred Inflows of Resources</u></b>
Differences between expected and actual experience	\$ 3,372	\$ 912
Changes of assumptions	29,135	56,534
Net difference between projected and actual earnings on pension plan investments		1,658
Changes in proportion	373	3,270
Contributions subsequent to the measurement date	10,292	
Total	\$ 43,172	\$ 62,374

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

<b><u>Year</u></b>	<b><u>PERS</u></b>
2020	\$ (1,885)
2021	(4,873)
2022	(14,044)
2023	(8,546)
2024	(146)
Thereafter	
Total	\$ (29,494)

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

**11. PENSION PLANS (Continued)**

**Public Employees' Retirement System (Continued)**

**Actuarial Assumptions** - The total pension liability for the June 30, 2018 measurement date was determined by an actuarial valuation as of July 1, 2017, which was rolled forward to June 30, 2018. This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement:

	<b><u>PERS</u></b>
Measurement Date	June 30, 2018
Actuarial Valuation Date	July 1, 2017
Investment Rate of Return	7.00%
Salary Scale (Based on Age):	
Through 2026	1.65% - 4.15%
Thereafter	2.65% - 5.15%
Inflation	2.25%

Pre-retirement mortality rates were based on the RP-2000 Employee Preretirement Mortality Table for male and female active participants. For State employees, mortality tables are set back 4 years for males and females. For local employees, mortality tables are set back 2 years for males and 7 years for females. In addition, the tables provide for future improvements in mortality from the base year of 2013 using a generational approach based on the plan actuary's modified MP-2014 projection scale. Post-retirement mortality rates were based on the RP-2000 Combined Healthy Male and Female Mortality Tables (set back 1 year for males and females) for service retirements and beneficiaries of former members and a one-year static projection based on mortality improvement Scale AA.

In addition, the tables for service retirements and beneficiaries of former members provide for future improvements in mortality from the base year of 2013 using a generational approach based on the plan actuary's modified MP-2014 projection scale. Disability retirement rates used to value disabled retirees were based on the RP-2000 Disabled Mortality Table (set back 3 years for males and set forward 1 year for females).

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



**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

**11. PENSION PLANS (Continued)**

**Public Employees' Retirement System (Continued)**

**Long-Term Expected Rate of Return** - In accordance with State statute, the long-term expected rate of return on plan investments is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. Best estimates of arithmetic real rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2018 are summarized in the following table:

PERS		
Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Risk Mitigation Strategies	5.00%	5.51%
Cash Equivalents	5.50%	1.00%
U.S. Treasuries	3.00%	1.87%
Investment Grade Credit	10.00%	3.78%
High Yield	2.50%	6.82%
Global Diversified Credit	5.00%	7.10%
Client Oriented Hedge Funds	1.00%	6.60%
Debt Related Private Equity	2.00%	10.63%
Debt Related Real Estate	1.00%	6.61%
Private Real Asset	2.50%	11.83%
Equity Related Real Estate	6.25%	9.23%
U.S. Equity	30.00%	8.19%
Non-U.S. Developed Markets Equity	11.50%	9.00%
Emerging Markets Equity	6.50%	11.64%
Buyouts/Venture Capital	8.25%	13.08%
Total	<u>100.00%</u>	

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

**11. PENSION PLANS (Continued)**

**Public Employees' Retirement System (Continued)**

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

**Sensitivity of the Collective Net Pension Liability to Changes in the Discount Rate** - The following presents the collective net pension liability of the participating employers as of June 30, 2018, calculated using the discount rate as disclosed above, as well as what the collective net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (4.66%) or 1-percentage-point higher (6.66%) than the current rate:

	1% Decrease (4.66%)	Current Discount (5.66%)	1% Increase (6.66%)
District's Proportionate Share of the Net Pension Liability	\$ 222,315	\$ 176,808	\$ 138,630

**Pension Plan Fiduciary Net Position** - Detailed information about each pension plan's fiduciary net position is available in the separately issued New Jersey Division of Pension and Benefits financial report. Information on where to obtain the report is indicated at the beginning of this note.

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

**12. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB)**

**General Information about the OPEB Plan**

The State Health Benefit Local Government Retired Employees Plan (the Plan) is a cost-sharing multiple-employer defined benefit other postemployment benefit (OPEB) plan with a special funding situation. It covers employees of local government employers that have adopted a resolution to participate in the Plan. The plan meets the definition of an equivalent arrangement as defined in paragraph 4 of GASB Statement No. 75, Accounting and Financial Reporting for the Postemployment Benefits Other Than Pensions (GASB Statement No. 75); therefore, assets are accumulated to pay associated benefits. For additional information about the Plan, please refer to the State of New Jersey (the State), Division of Pensions and Benefits' (the Division) Comprehensive Annual Financial Report (CAFR), which can be found at <https://www.state.nj.us/treasury/pensions/financial-reports.shtml>.

The Plan provides medical and prescription drug to retirees and their covered dependents of the employers. Under the provisions of Chapter 88, P.L. 1974 and Chapter 48, P.L. 1999, local government employers electing to provide postretirement medical coverage to their employees must file a resolution with the Division. Under Chapter 88, local employers elect to provide benefit coverage based on the eligibility rules and regulations promulgated by the State Health Benefits Commission. Chapter 48 allows local employers to establish their own age and service eligibility for employer paid health benefits coverage for retired employees. Under Chapter 48, the employer may assume the cost of postretirement medical coverage for employees and their dependents who: 1) retired on a disability pension; or 2) retired with 25 or more years of service credit in a State or locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 3) retired and reached the age of 65 with 25 or more years of service credit in a State or locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 4) retired and reached age 62 with at least 15 years of service with the employer. Further, the law provides that the employer paid obligations for retiree coverage may be determined by means of a collective negotiations agreement.

**Special Funding Situation**

The District is considered to be in a special funding situation as defined by GASB Statement No 75 and the State is treated as a nonemployer contributing entity. Since the District does not contribute under this legislation directly to the plan, there is no net OPEB liability, deferred outflows of resources or deferred inflows of resources to report in the financial statements of the District related to this legislation. However, the notes to the financial statements of the District must disclose the portion of the nonemployer contributing entities' total proportionate share of the collective net OPEB liability that is associated with the District.

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

**12. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (Continued)**

**Net OPEB Liability**

The State of New Jersey's net OPEB liability, as of June 30, 2018, was \$15,666,618,141. Of this amount, the net OPEB liability attributable to the District was \$151,340. The State of New Jersey's proportionate share of the net OPEB liability is 100%, including the proportion attributable to the District of 0.00097%. The total OPEB liability for the District measured as of June 30, 2018 is zero as a result of the Special Funding Situation with the State of New Jersey.

The total OPEB liability as of June 30, 2018 was determined by an actuarial valuation as of June 30, 2017, which was rolled forward to June 30, 2018. The actuarial assumptions vary for each plan member depending on the pension plan the member is enrolled in. This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement:

	<b>Plan</b>
Inflation Rate	2.50%
Salary Increases:	Based on Age
Through 2026	1.65% - 8.98%
Thereafter	2.65% - 9.98%

**Sensitivity of Total Nonemployer OPEB Liability to changes in the discount rate:**

The following presents the collective net OPEB liability of the participating employers as of June 30, 2018, respectively, calculated using the discount rate as disclosed above as well as what the total nonemployer OPEB liability would be if it was calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	<b>June 30, 2018</b>		
	At 1.00% Decrease 2.87%	At Discount Rate 3.87%	At 1.00% Increase 4.87%
\$	18,381,085,096	15,666,618,141	13,498,373,388

**Sensitivity of Total Nonemployer OPEB Liability to changes in the healthcare trend rate:**

The following presents the collective net OPEB liability as of June 30, 2018, calculated using the healthcare trend rate as disclosed above as well as what the net OPEB liability would be if it was calculated using a healthcare trend rate that is 1- percentage point lower or 1-percentage point higher than the current rate:

	<b>June 30, 2018</b>		
		Healthcare Cost Trend Rate	
	1.00% Decrease		1.00% Increase
\$	13,068,471,450	15,666,618,141	19,029,006,023

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

**12. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (Continued)**

**OPEB Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB**

The District's proportionate OPEB expense, as of June 30, 2018 was \$3,551. The District had proportionate deferred outflows of resources and deferred inflows of resources from the following sources:

	<b><u>Deferred Outflows of Resources</u></b>	<b><u>Deferred Inflows of Resources</u></b>
Differences between expected and actual experience	\$	\$ 30,727
Changes of assumptions		38,389
Net difference between projected and actual earnings on OPEB plan investments	80	
Changes in proportion	<u>2,586</u>	<u>16,315</u>
Total	\$ <u>2,666</u>	\$ <u>85,431</u>

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

<u>Year</u>	<u>OPEB</u>
2020	\$ (12,185)
2021	(12,185)
2022	(12,185)
2023	(12,194)
2024	(12,854)
Thereafter	<u>(21,162)</u>
Total	\$ <u>(82,765)</u>

**13. SUBSEQUENT EVENTS**

There were no material events between June 30, 2019 and October 8, 2019 affecting the financial status of the Cumberland-Salem Soil Conservation District.

**End of Notes to Financial Statements**

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**STATEMENT OF BUDGET VERSUS ACTUAL EXPENDITURES**  
**FOR THE YEAR ENDED JUNE 30, 2019**

	Budget	General Actual	Variance
<u>Revenues</u>			
Soil Erosion & Sediment Control Fees	\$ 125,000	\$ 157,800	\$ 32,800
County Funding	15,000	15,000	
RFA Income	4,500	7,560	3,060
Interest	1,000	614	(386)
Total Revenues	145,500	180,974	35,474
<u>Expenditures</u>			
Salaries and Wages	75,000	66,216	8,784
Health Benefits	10,000	9,934	66
Pension	9,000	10,292	(1,292)
Payroll Taxes	8,000	10,092	(2,092)
Professional Services	7,500	4,787	2,713
Maintenance and Repairs - Building	7,700	3,593	4,107
Office Expenses/Supplies	3,420	2,622	798
Insurance	6,600	6,272	328
Professional/Training	3,900	2,969	931
Utilities	6,100	6,154	(54)
Vehicle	3,350	2,919	431
	\$ 140,570	125,850	\$ 14,720
Adjustments:			
Depreciation		6,399	
Total Expenditures - to Exhibit B(2)		\$ 132,249	

The accompanying Notes to Financial Statements are an integral part of this statement.



**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**COMMENTS AND RECOMMENDATIONS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

**COMMENTS**

**Administrative Practices and Procedures**

Purchases shall be in conformance with the State Public Contracts Law for securing formal bids on purchases in excess of \$17,500 and on Quotations are required to be sought for purchases over \$2,625, where it is possible to solicit more than one quotation. If there is a reason why quotations are not solicited, a brief explanation regarding this should be documented and included in the District minutes. For purchases, which are unusual or not routine in nature, a policy should be adopted addressing such purchases. Any suggested policy should be reviewed with the solicitor. In addition, when making purchases utilizing the state contract system, the award of such a contract shall be authorized by a resolution of the Board of Supervisors as required by **N.J.A.C. 5:34-1.2**. No exceptions were noted.

Chapter 251 fees collected appear to be in accordance with the adopted fee schedule.

The District was in compliance with the **Financial Accounting Manual for New Jersey Soil Conservation Districts**, which states that all checks must have two signatures, at least one of which shall be the District chairman.

The District's surety bond coverage appears to be in accordance with the minimum requirements noted in the **Financial Accounting Manual for New Jersey Soil Conservation Districts**.

**Financial Planning, Accounting and Reporting**

Revenues and receipts appear to be recorded properly and deposited on a timely basis.

Bank Statements are reconciled monthly. Sources of revenues and receipts are able to be traced to files.

The District's payroll reports appear to be filed on a timely basis and the amounts withheld as payroll deductions appear to be remitted properly.

Expenditures are to be evidenced by adequate supporting documentation, including notation of date of payment and check number. No exceptions were noted with regard to expenditure documentation.

In August 2015, a revised **Financial Accounting Manual for New Jersey Soil Conservation Districts** was adopted by the NJ State Soil Committee, which contained a new uniform budget format. The 2018-19 District budget was presented in an acceptable format, as prescribed by the revised financial accounting manual.

**CUMBERLAND-SALEM SOIL CONSERVATION DISTRICT**  
**COMMENTS AND RECOMMENDATIONS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

**Recommendations**

None

**Status of Prior Year Recommendations**

There were no prior year recommendations.

**Appreciation**

We wish to express our appreciation for the assistance and courtesies rendered to us by the officials during the course of the audit.

Should any questions arise as to our comments, please do not hesitate to call us.