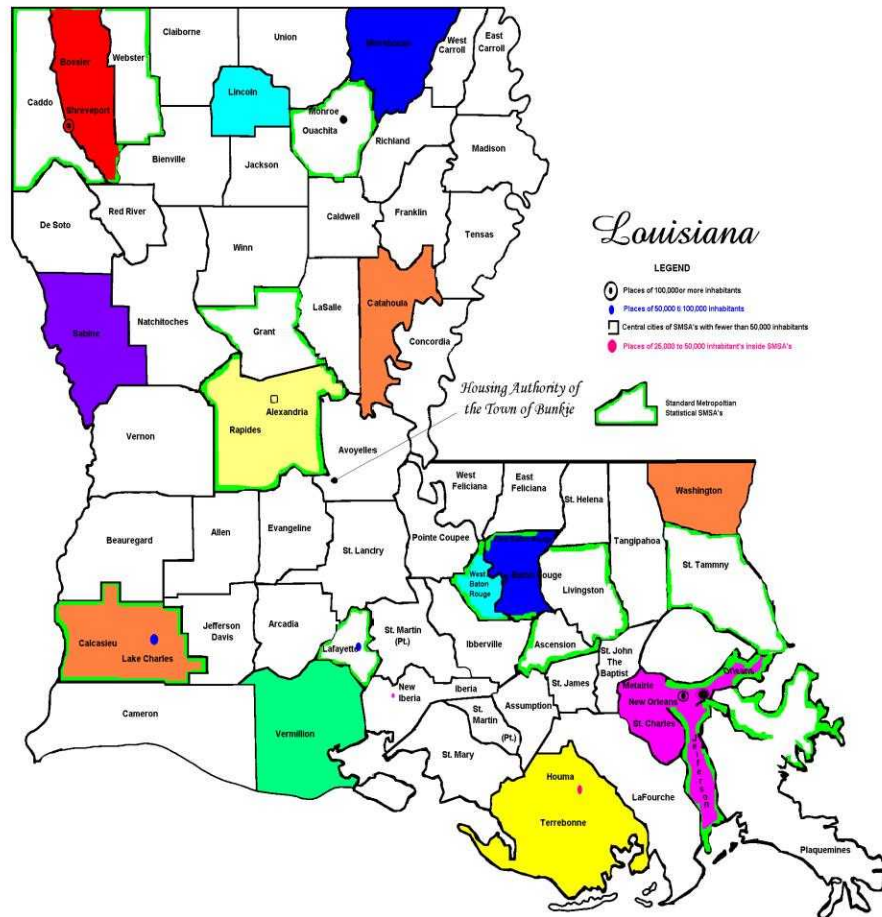


**HOUSING AUTHORITY  
OF THE  
TOWN OF BUNKIE, LOUISIANA**

**Annual Financial Statements**

**December 31, 2021**

# HOUSING AUTHORITY OF THE TOWN OF BUNKIE BUNKIE, LOUISIANA



- ◆ The Housing Authority of Town of Bunkie is an apartment complex for persons of low income located in Bunkie, Louisiana. The Authority is chartered as a public corporation for the purpose of administering decent, safe and sanitary dwelling for persons of low-income.

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

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December 31, 2021**

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John R. Vercher C.P.A.  
jrv@centurytel.net

Jonathan M. Vercher M.S., C.P.A.  
jonathanvercher@centurytel.net

David R. Vercher M.B.A., C.P.A., C.F.E.  
davidvercher@centurytel.net

## **THE VERCHER GROUP**

*A Professional Corporation of  
Certified Public Accountants*

**P.O. Box 1608  
1737 N 2<sup>nd</sup> St. – Suite A  
Jena, Louisiana 71342  
Tel: (318) 992-6348  
Fax: (318) 992-4374**

### MEMBERS

American Institute of  
Certified Public Accountants

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Certified Fraud Examiners

## **INDEPENDENT AUDITOR'S REPORT**

Housing Authority of the  
Town of Bunkie  
Bunkie, Louisiana

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

#### **Opinions**

We have audited the accompanying financial statements of the business-type activities of the Housing Authority of the Town of Bunkie, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the housing authority's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the Housing Authority of the Town of Bunkie, as of December 31, 2021, and the respective changes in financial position, and, where applicable, cash flows, thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Basis for Opinions**

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 the Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Housing Authority of the Town of Bunkie and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

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

Management is responsible for the preparation and fair presentation of 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.

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

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

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

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

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Housing Authority of the Town of Bunkie internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Housing Authority of the Town of Bunkie's ability to continue as a going concern for a reasonable period of time.

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

## **Required Supplementary Information**

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

## **Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Housing Authority of the Town of Bunkie's basic financial statements. The accompanying Financial Data Schedule, the Schedule of Compensation, Benefits and Other Payments, and Supplementary Schedules and Statements are not a required part of the basic financial statements. Such information is the responsibility of the management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Financial Data Schedule, the Schedule of Compensation, Benefits and Other Payments, and Supplementary Schedules and Statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated May 20, 2022, on our consideration of the Housing Authority of the Town of Bunkie'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 Housing Authority of the Town of Bunkie's internal control over financial reporting and compliance.

## *The Vercher Group*

Jena, Louisiana  
May 20, 2022

Housing Authority of Bunkie, Louisiana

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Management's Discussion and Analysis (MD&A)

December 31, 2021

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**HOUSING AUTHORITY OF BUNKIE, LOUISIANA**

**REQUIRED SUPPLEMENTAL INFORMATION**

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

**DECEMBER 31, 2021**

Housing Authority of Bunkie, Louisiana  
Management's Discussion and Analysis (MD&A)  
December 31, 2021

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As management of the Housing Authority of The Town of Bunkie, we offer readers of the Authority's financial statements this narrative overview and analysis of the financial activities of the authority for the fiscal year ended December 31, 2021. We encourage readers to consider the information presented here in conjunction with the authority's financial statements, which are attached.

**Financial Highlights**

- The assets of the authority exceeded its liabilities at the close of the most recent fiscal year by \$2,341,019 (net position).
- As of the close of the current fiscal year, the authority's ending unrestricted net position was \$1,074,451.
- The authority's cash and investments balance at December 31, 2021, was \$1,118,502, with \$11,220 being restricted.
- The authority had total revenue of \$681,399, of which \$677,945 was operating revenues, \$3,454 was nonoperating revenues, and \$ -0- was capital contributions.
- The authority had total expenses of \$693,719, of which \$693,719 was for operating expenses and \$-0- was for nonoperating expenses.

**Overview of the Financial Statements**

The discussion and analysis is intended to serve as an introduction to the authority's basic financial statements. The authority's basic financial statements consist of the Statement of Net Position, Statement of Revenues, Expenses and Changes in Net Position, Statement of Cash Flows, and the notes to the financial statements.

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

The Statement of Revenues, Expenses, and Changes in Net Position present information detailing how the Housing Authority's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some times that will only result in cash flows in the future fiscal periods (e.g., earned but not used vacation leave).



Housing Authority of Bunkie, Louisiana  
Management's Discussion and Analysis (MD&A)  
December 31, 2021

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The Statement of Cash Flows provides information about the Housing Authority's cash receipts and cash payments during the fiscal year. The statement reports cash receipts, cash payments, and net changes in cash resulting from operations, financing and investing activities.

The authority has only one fund type, namely a proprietary fund. The Statement of Net Position includes all of the authority's assets and liabilities. This fund type is unused for activities which are financed and operated in a manner similar to those in the private sector.

**Housing Authority's Significant Programs**

The Housing Authority has two programs which are consolidated into a single enterprise fund. The Housing Authority's programs consist of the following:

**Low-Income Public Housing**

Under the Conventional Public Housing Program, the Housing Authority rents units it owns to low-income families. The Conventional Public Housing Program is operated under an Annual Contribution Contract with HUD, and HUD provides an Operating Subsidy to enable the Housing Authority to provide housing to low income individuals and families.

**Capital Fund Program**

The Conventional Public Housing Program also includes the Capital Fund Program, the primary funding source for the Housing Authority's physical and management improvements. The funding calculation is based on the size and age of the Housing Authority's units.

**Reporting on the Housing Authority as a Whole**

One of the most important questions asked about the Authorities finances is, "Is the Housing Authority as a whole, better off, or worse off, as a result of the achievements of the fiscal year 2021?" The Statement of Net Position and the Statement of Revenues, Expenses, and Changes in Net Position report information about the Housing Authority as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

Housing Authority of Bunkie, Louisiana  
 Management's Discussion and Analysis (MD&A)  
 December 31, 2021

The table below lists the asset and liability comparisons for the year ended December 31, 2021.

<b>Statement of Net Position</b>			
<b>Category</b>	<b>2020</b>	<b>2021</b>	<b>% Change</b>
Current Assets	\$ 1,445,711	\$ 1,142,088	-21.0
Restricted Assets	9,220	11,220	21.6
Capital Assets-Net of Depreciation	978,462	1,266,568	29.4
<b>Total Assets</b>	<u>2,433,393</u>	<u>2,419,876</u>	-0.6
Current Liabilities	57,185	47,789	-16.4
Non-Current Liabilities	22,869	31,068	35.8
<b>Total Liabilities</b>	<u>80,054</u>	<u>78,857</u>	-1.4
Net Investment In Capital Assets	978,462	1,266,568	29.4
Unrestricted Net Position	1,374,877	1,074,451	-21.8
<b>Total Net Position</b>	<u>\$ 2,353,339</u>	<u>\$ 2,341,019</u>	-0.5

- Current assets decreased by \$303,623 or 21.0% from last year. The primary reason for this decrease is due to a decrease in unrestricted cash of \$277,750.
- Capital assets, net of accumulated depreciation, increased by \$288,106 or 29.4%. This change was caused by an increase in Buildings and Improvements in the amount of \$420,686.
- Current liabilities decreased by \$9,396 or 16.4%. The primary reason for this change is because of a decrease in accounts payable in the amount of \$4,149.
- Non-current liabilities increased by \$8,199 or 35.8%. The reason for this increase is due to an increase in non-current accrued compensated absences.

Housing Authority of Bunkie, Louisiana  
Management's Discussion and Analysis (MD&A)  
December 31, 2021

The table below lists the revenue and expense comparisons for the year ended December 31, 2021.

<b>Statement of Revenues, Expenses and Changes in Net Position</b>			
<b>Category</b>	<b>2020</b>	<b>2021</b>	<b>% Change</b>
<b>Operating Revenues:</b>			
Tenant Revenue	\$ 276,087	\$ 268,748	-2.6
HUD PHA Operating	350,788	409,197	16.6
<b>Total Operating Revenues</b>	<u>626,875</u>	<u>677,945</u>	8.1
<b>Operating Expenses:</b>			
Administrative	247,832	210,204	-15.2
Utilities	11,364	12,806	12.6
Maintenance	167,702	219,033	30.6
General	123,022	119,097	-3.1
Depreciation	152,828	132,579	-13.2
<b>Total Operating Expenses</b>	<u>702,748</u>	<u>693,719</u>	-1.3
<b>Net Operating Gain (Loss)</b>	(75,873)	(15,774)	79.2
<b>Non-Operating Revenues (Expenses)</b>			
Investment Income	226	190	-15.9
Other Income	8,705	3,264	-62.5
Casualty Losses	(7,626)	-0-	0.0
<b>Total Non-Operating Revenues (Expenses)</b>	<u>1,305</u>	<u>3,454</u>	164.6
<b>Change in Net Position Before Capital Contributions</b>	(74,568)	(12,320)	83.5
Capital Contributions	86,490	-0-	-100.0
<b>Change in Net Position</b>	11,922	(12,320)	-203.9
<b>Net Position – Beginning</b>	<u>2,341,417</u>	<u>2,353,339</u>	0.5
<b>Net Position – Ending</b>	\$ <u>2,353,339</u>	\$ <u>2,341,019</u>	-0.5

- Operating revenues increased by \$51,070 or 8.1%. The primary reason for this increase is due to an increase in HUD PHA operating revenue in the amount of \$409,197.
- Operating expenses decreased by \$9,029 or 1.3%. The primary reason for this decrease is due to an decrease in administrative expense in the amount of \$37,628 and an increase in maintenance expense in the amount of \$51,331.
- There was a net change in non-operating revenues (expenses) of \$2,149 or 164.6%. The primary reason for this change is due to a decrease in casualty losses in the amount of \$7,626.
- The authority received \$ -0- in capital contributions.

Housing Authority of Bunkie, Louisiana  
 Management's Discussion and Analysis (MD&A)  
 December 31, 2021

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**Capital Assets**

As of December 31, 2021, the authority's investment in capital assets was \$1,266,568 (net of accumulated depreciation). This investment includes land, building, building improvements, office equipment, dwelling equipment, and maintenance equipment.

	2020	2021
<b>Capital Assets</b>		
Land*	\$ 64,742	\$ 64,742
Building & Improvements	4,918,334	5,339,020
Furniture & Equipment	210,446	210,446
Construction in Progress	-0-	-0-
<b>Total Capital Assets</b>	5,193,522	5,614,208
 <b>Less Accumulated Depreciation</b>	 (4,215,060)	 (4,347,640)
 <b>Capital Assets, Net of Accumulated Depreciation</b>	 \$ 978,462	 \$ 1,266,568

\* Land in the amount of \$64,742 is not being depreciated.

**Long Term Debt**

The Authority does not have any long-term liabilities at this time.

**Future Events that will impact the Authority**

The authority relies heavily upon HUD operating subsidies. The amount appropriated has not currently been approved for the FYE 2022 year. Therefore, any results of budget shortfalls cannot be determined.

**Contacting the Authority's Financial Management**

The financial report is designed to provide a general overview of the authority's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the following address:

Housing Authority of the Town of Bunkie  
 P O Box 1036  
 Bunkie, LA 71322

## **Basic Financial Statements**

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana  
Statement of Net Position  
December 31, 2021**

<b>ASSETS</b>	<b>ENTERPRISE FUND</b>
<b>CURRENT ASSETS</b>	
Cash & Cash Equivalents	\$ 953,584
Investments	153,698
Receivables, Net of Allowances	606
Prepaid Items	31,367
Inventories, Net	2,833
Restricted Cash:	
Tenant Security Deposits	11,220
<b>TOTAL CURRENT ASSETS</b>	<u>1,153,308</u>
<b>NON-CURRENT ASSETS</b>	
Capital Assets (Net of Accumulated Depreciation)	1,266,568
<b>TOTAL NON-CURRENT ASSETS</b>	<u>1,266,568</u>
<b>TOTAL ASSETS</b>	<u>2,419,876</u>
<b>LIABILITIES</b>	
<b>CURRENT LIABILITIES</b>	
Accounts Payable	941
Accrued Compensated Absences	7,778
Accrued Pilot	25,096
Accrued Liabilities - Other	166
Tenant Security Deposits (Payable From Restricted Assets)	11,220
Unearned Revenue	2,588
<b>TOTAL CURRENT LIABILITIES</b>	<u>47,789</u>
<b>NON-CURRENT LIABILITIES</b>	
Accrued Compensated Absences	31,068
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>31,068</u>
<b>TOTAL LIABILITIES</b>	<u>78,857</u>
<b>NET POSITION</b>	
Net Investment in Capital Assets	1,266,568
Unrestricted	1,074,451
<b>TOTAL NET POSITION</b>	<u>\$ 2,341,019</u>

The accompanying notes are an integral part of this statement.

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana  
Statement of Revenues, Expenses, & Changes in Net Position  
For the Year Ended December 31, 2021**

		<u>ENTERPRISE FUND</u>
<b>OPERATING REVENUES</b>		
Tenant Rental Revenue	\$	262,939
Tenant Revenue Other		5,809
HUD PHA Operating Grant		409,197
<b>TOTAL OPERATING REVENUES</b>		<u>677,945</u>
<b>OPERATING EXPENSES</b>		
<i>Administration:</i>		
Administrative Salaries		116,904
EBC Administrative		44,748
Other Operating - Administrative		48,552
<i>Cost of Sales &amp; Service:</i>		
Water		837
Electricity		6,124
Gas		1,016
Other Utilities		4,829
Ordinary Maintenance – Labor		95,343
Materials		28,763
Contract Cost		43,205
EBC Maintenance		51,722
Insurance		76,867
Payment in Lieu of Taxes		25,096
Other General Expenses		2,646
Compensated Absences		13,283
Bad Debt – Tenant Rents		1,205
<i>Depreciation</i>		132,579
<b>TOTAL OPERATING EXPENSES</b>		<u>693,719</u>
<b>OPERATING INCOME (LOSS)</b>		<u>(15,774)</u>
<b>NON-OPERATING REVENUES (EXPENSES)</b>		
Casualty Losses		-0-
Interest Earnings		190
Other Revenues		3,264
<b>TOTAL NON-OPERATING REVENUES (EXPENSES)</b>		<u>3,454</u>
<b>CAPITAL CONTRIBUTIONS</b>		<u>-0-</u>
<b>CHANGE IN NET POSITION</b>		(12,320)
<b>TOTAL NET POSITION - BEGINNING</b>		2,353,339
<b>TOTAL NET POSITION - ENDING</b>	\$	<u>2,341,019</u>

The accompanying notes are an integral part of this statement.

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana  
Statement of Cash Flows  
Year Ended December 31, 2021**

	<u>ENTERPRISE FUND</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Receipts From HUD Grants	\$ 439,305
Receipts From Customers & Users	272,528
Payments to Suppliers	(335,432)
Payments to Employees	(210,552)
Cash Payments to Local Governments (PILOT)	(26,366)
<b>NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>	<u>139,483</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>	
Casualty Losses	-0-
Other Income	3,264
<b>NET CASH PROVIDED (USED) BY NONCAPITAL FINANCING ACTIVITIES</b>	<u>3,264</u>
<b>CASH FLOWS FROM CAPITAL &amp; RELATED FINANCING ACTIVITIES</b>	
Acquisition & Construction of Capital Assets	(420,686)
Capital Grant	-0-
<b>NET CASH PROVIDED (USED) BY CAPITAL &amp; RELATED FINANCING ACTIVITIES</b>	<u>(420,686)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
(Increase) Decrease in Investments	(1)
Interest and Dividends Received	190
<b>NET CASH PROVIDED (USED) BY INVESTING ACTIVITIES</b>	<u>189</u>
<b>NET INCREASE (DECREASE) IN CASH &amp; CASH EQUIVALENTS</b>	(277,750)
<b>CASH, BEGINNING OF YEAR</b>	<u>1,242,554</u>
<b>CASH, END OF YEAR</b>	<u>964,804</u>
<b>RECONCILIATION TO BALANCE SHEET</b>	
Cash and Cash Equivalents	953,584
Tenants' Security Deposits	11,220
<b>TOTAL CASH &amp; CASH EQUIVALENTS</b>	<u>\$ 964,804</u>

The accompanying notes are an integral part of this statement.



**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana  
Statement of Cash Flows  
Year Ended December 31, 2021**

**Reconciliation**

**RECONCILIATION OF OPERATING INCOME TO NET CASH  
PROVIDED (USED) BY OPERATING ACTIVITIES**

Operating Income (Loss)	\$ <u>(15,774)</u>
Depreciation Expense	132,579
(Increase) Decrease in Accounts Receivable	31,261
(Increase) Decrease in Prepaid Insurance	(6,860)
(Increase) Decrease in Inventories	(526)
Increase (Decrease) in Accounts Payable	(4,149)
Increase (Decrease) in Accrued Liabilities-Other	(100)
Increase (Decrease) in PILOT	(1,270)
Increase (Decrease) in Compensated Absences	8,925
Increase (Decrease) in Tenant Security Deposits	2,000
Increase (Decrease) in Unearned Revenue	627
Increase (Decrease) in Accrued Wages	<u>(7,230)</u>
<b>TOTAL ADJUSTMENTS</b>	<u>155,257</u>
 <b>NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>	 \$ <u>139,483</u>
 <b>LISTING OF NONCASH INVESTING, CAPITAL, &amp; FINANCIAL ACTIVITIES</b>	
Contributions of Capital Assets From Government	\$ <u>-0-</u>

The accompanying notes are an integral part of this statement.

**NOTES TO THE BASIC  
FINANCIAL STATEMENTS**

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2021**

**INTRODUCTION**

The Housing Authority of Bunkie is an apartment complex for persons of low income located in Bunkie, Louisiana. The Authority is chartered as a public corporation for the purpose of administering decent, safe and sanitary dwelling for persons of low-income.

Legal title to the Authority is held by the Housing Authority of the Town of Bunkie, Louisiana, a non-profit corporation. The Authority is engaged in the acquisition, modernization, and administration of low-rent housing. The Authority is administered by a governing Board of Commissioners (the Board), whose members are appointed by the Mayor of Bunkie, Louisiana. Each member serves a four-year term and receives no compensation for their services. Substantially all of the Authority's revenue is derived from subsidy contracts with the U. S. Department of Housing and Urban Development (HUD). The annual contributions contracts entered into by the Authority and HUD provide operating subsidies for Authority-owned public housing facilities for eligible individuals.

Under the United States Housing Act of 1937, as amended, the U.S. Department of Housing and Urban Development (HUD) has direct responsibility for administering low-income housing programs in the United States. Accordingly, HUD has entered into a contract with the entity to make annual contributions (subsidies) for the purpose of funding its programs for low-income families.

GASB Statement No. 14 established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Because the Housing Authority is legally separated and fiscally independent, the Housing Authority is a separate governmental reporting entity. The Housing Authority includes all funds, account groups, activities, etc., that are within the oversight responsibility of the Housing Authority.

The Housing Authority is a related organization of the Town of Bunkie because the Town of Bunkie appoints a voting majority of the Housing Authority's governing board. The Town of Bunkie is not financially responsible for the Housing Authority, as it cannot impose its will on the Housing Authority and there is no possibility for the Housing Authority to provide financial benefit to, or impose financial burdens on, the Town of Bunkie. According, the Housing Authority is not a component unit of the financial reporting entity of the Town of Bunkie.

**1. SUMMARY OF ORGANIZATION & SIGNIFICANT ACCOUNTING POLICIES**

**A. BASIC FINANCIAL STATEMENTS**

The basic financial statements (i.e., the Statement of Net Position and the Statement of Changes in Net Position) report information on all of the activities of the primary government. For the most part, the effect of the Interfund activity has been removed from these statements. The Housing Authority uses enterprise funds to account for its activities.

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

**NOTES TO THE BASIC FINANCIAL STATEMENTS - (CONTINUED)  
DECEMBER 31, 2021**

**B. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, & FINANCIAL STATEMENT PRESENTATION**

The basic financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is 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.

The accompanying financial statements include the activities of several housing programs subsidized by HUD. A summary of each significant program is provided below.

- **Low Income Housing Program** – The purpose of the low income housing program is to provide decent and affordable housing to low income families at reduced rents. The developments are owned, maintained, and managed by the Authority. The developments are acquired, developed, and modernized under HUD’s capital funds programs. Funding of the program operations is provided via federal annual contribution contracts (operating subsidies) and tenant rents (determined as a percentage of family income, adjusted for family composition).
- **Capital Fund Program** – The objective of these programs is to improve the physical condition of the Low-Income Public Housing units and upgrade the management of the program.

As a general rule, the effect of Interfund activity has been eliminated from the basic financial statements. Exceptions to this general rule are payments-in-lieu of taxes and other charges between the government’s enterprise operations. Elimination of these charges would distort the direct cost and program revenues reported for the various functions concerned.

Operating revenues and expenses have been reported separately from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with an enterprise fund’s principal ongoing operations. The primary operating revenue of the Housing Authority is derived from tenant revenues and operating grants. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

**NOTES TO THE BASIC FINANCIAL STATEMENTS - (CONTINUED)  
DECEMBER 31, 2021**

**C. EQUITY CLASSIFICATIONS**

In the government-wide financial statements, equity is classified as Net Position and displayed in three components as applicable. The components are as follows:

Net Investment in Capital Assets - Capital assets including restricted capital assets, when applicable, net of accumulated depreciation.

Restricted Net Position - Net position with constraints placed on their use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or (2) law through constitutional provisions or enabling legislation.

Unrestricted Net Position - All other net position that does not meet the definition of “restricted” or “net investment in capital assets”.

When an expense is incurred for the purposes for which both restricted and unrestricted net position is available, management applies restricted resources first. The policy concerning which to apply first varies with the intended use and legal requirements. The decision is typically made by management at the incurrence of the expense.

**D. DEPOSITS & INVESTMENTS**

The Housing Authority’s cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. State law and the Housing Authority’s investment policy allow the Housing Authority to invest in collateralized certificates of deposits, government backed securities, commercial paper, the state sponsored investment pool, and mutual funds consisting solely of government backed securities.

Investments (bank certificate of deposits in excess of 90 days) for the Housing Authority are reported at fair value.

**E. RECEIVABLES & PAYABLES**

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year referred to as either “due to/from other funds” (i.e., the current portion of Interfund loans) or “advances to/from other funds” (i.e., the non-current portion of Interfund loans). All other outstanding balances between funds are reported as “due to/from other funds.”

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

**NOTES TO THE BASIC FINANCIAL STATEMENTS - (CONTINUED)  
DECEMBER 31, 2021**

Advances between funds, as reported in the accompanying basic financial statements, are offset by a restriction on net positions. All trade and other receivables are shown net of an allowance for uncollectables.

**F. INVENTORIES & PREPAID ITEMS**

All inventories are valued at cost using the first-in/first out method. Inventories are recorded as expenditures when consumed rather than when purchased. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in the basic financial statements.

**G. CAPITAL ASSETS**

Capital assets, which include property, plant, equipment, and infrastructure assets are reported in the applicable columns in the basic financial statements. Capital assets are capitalized at historical cost. The housing authority maintains a threshold level of \$1,500 or more for capitalizing capital assets.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed. The total interest expense included during the current fiscal year was \$-0-. Of this amount, \$-0- was included as part of the cost of capital assets under construction in connection with construction projects.

All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Land Improvements	20 years
Buildings & Building Improvements	20 years
Furniture & Fixtures	5 years
Vehicles	5 years
Equipment	5 years

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

**NOTES TO THE BASIC FINANCIAL STATEMENTS - (CONTINUED)  
DECEMBER 31, 2021**

**H. COMPENSATED ABSENCES**

At December 31, 2021, employees of the PHA have accumulated and vested \$38,846 of employee leave benefits, computed in accordance with GASB Codification Section C60. The balance of accrued compensated absences at December 31, 2021 was \$7,778 recorded as current obligation and \$31,068 recorded as non-current obligation.

**I. LONG-TERM OBLIGATIONS**

In the basic financial statements, long-term debt and other long-term obligations are reported as liabilities. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

**J. EXTRAORDINARY & SPECIAL ITEMS**

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events within the control of the Housing Authority, which are either unusual in nature or infrequent in occurrence.

**K. ESTIMATES**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management 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 revenues, expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

**2. CASH & INVESTMENTS (CD'S IN EXCESS OF 90 DAYS)**

At December 31, 2021, the Housing Authority has cash and investments (bank balances) totaling \$1,135,202 as follows:

Demand deposits	\$	981,504
Time deposits		153,698
<b>Total</b>	<b>\$</b>	<b><u>1,135,202</u></b>

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

**NOTES TO THE BASIC FINANCIAL STATEMENTS - (CONTINUED)  
DECEMBER 31, 2021**

***Custodial Credit Risk***

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the government will not be able to recover its deposits. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent.

These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Entity that the fiscal agent bank has failed to pay deposit funds upon demand. Further, Louisiana Revised Statute 39:1224 states that securities held by a third party shall be deemed to be held in the Entity's name.

***Deposits***

It is the housing authority's policy for deposits to be 100% secured by collateral at market or par, whichever is lower, less the amount of the Federal Deposit Insurance Corporation insurance.

The housing authority's deposits are categorized to give an indication of the level of risk assumed by the housing authority at year end. The categories are described as follows:

***Category 1*** – Insured or collateralized with securities held by the housing authority or by its agent in the housing authority's name.

***Category 2*** – Collateralized with securities held by the pledging financial institution's trust department or agent in the housing authority's name.

***Category 3*** – Uncollateralized.

Amounts on deposit are secured by the following pledges:

<u>Description</u>	<u>Market Value</u>
FDIC ( <i>Category 1</i> )	\$ 380,000
Securities ( <i>Category 2</i> )	770,306
<b>Total</b>	<u>\$ 1,150,306</u>

These deposits are stated at cost, which approximated market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.



**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

**NOTES TO THE BASIC FINANCIAL STATEMENTS - (CONTINUED)  
DECEMBER 31, 2021**

For purposes of the Statement of Net Position, cash and interest-bearing deposits include all demand accounts, savings accounts, and certificates of deposit of Bunkie Housing Authority. For the purpose of the proprietary fund Statement of Cash Flows, "Cash and Cash Equivalents" include all demand savings accounts and certificates of deposit under 90 days.

**3. ACCOUNTS RECEIVABLE**

The receivables of \$606 as of December 31, 2021, are as follows:

Accounts Receivables - Tenants	\$	769
Accounts Receivables - HUD		-0-
Allowance for Doubtful Accounts		<u>(163)</u>
<b>Total</b>	\$	<u>606</u>

**4. PREPAID ITEMS**

The housing authority's prepaid items as of December 31, 2021, consist of the following:

Prepaid Insurance	\$	<u>31,367</u>
<b>Total</b>	\$	<u>31,367</u>

**5. INVENTORY**

The inventories of \$2,833 as of December 31, 2021, are as follows:

Inventories	\$	2,982
Allowance for Obsolete Inventories		<u>(149)</u>
<b>Total</b>	\$	<u>2,833</u>

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

**NOTES TO THE BASIC FINANCIAL STATEMENTS - (CONTINUED)  
DECEMBER 31, 2021**

**6. CAPITAL ASSETS**

Capital assets activity for the year ended December 31, 2021, was as follows:

	<u>Beginning Balance</u>		<u>Additions</u>		<u>Deletions</u>		<u>Ending Balance</u>
Land *	\$ 64,742	\$	-0-	\$	-0-	\$	64,742
Leasehold Improvements	296,803		-0-		-0-		296,803
Buildings	4,621,531		420,686		-0-		5,042,217
Furniture & Equipment, Etc.	210,446		-0-		-0-		210,446
Construction in Progress	-0-		-0-		-0-		-0-
<b>Total</b>	<u>5,193,522</u>		<u>420,686</u>		<u>-0-</u>		<u>5,614,208</u>
Less Accumulated Depreciation	(4,215,060)		(132,580)		-0-		(4,347,640)
<b>Net Capital Assets</b>	<u>\$ 978,462</u>	\$	<u>288,106</u>	\$	<u>-0-</u>	\$	<u>1,266,568</u>

\*Land in the amount of \$64,742 is not being depreciated.

**7. ACCOUNTS, SALARIES & OTHER PAYABLES**

The payables of \$47,789 at December 31, 2021, are as follows:

Accounts Payable	\$ 941
Accrued Wages/Payroll Taxes Payable	-0-
Accrued Compensated Absences (Current)	7,778
Accrued Pilot	25,096
Accrued Liabilities-Other	13,974
<b>Total</b>	<u>\$ 47,789</u>

**8. CHANGES IN COMPENSATED ABSENCES PAYABLES**

The following is a summary of changes in compensated absences payable at December 31, 2021:

	<u>Current</u>		<u>Noncurrent</u>		<u>Total</u>
Beginning of year	\$ 7,052	\$	22,869	\$	29,921
Additions/(Retirements)	726		8,199		8,925
<b>End of year</b>	<u>\$ 7,778</u>	\$	<u>31,068</u>	\$	<u>38,846</u>

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

**NOTES TO THE BASIC FINANCIAL STATEMENTS - (CONTINUED)  
DECEMBER 31, 2021**

**9. RETIREMENT SYSTEMS**

The PHA participates in the Housing Renewal and Local Agency Retirement Plan which is a defined contribution plan. Through this plan, the PHA provides pension benefits for all of its full time employees. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investments earnings. All regular and full time employees are eligible to participate in the plan on the first day of the month after completing 6 months of continuous and uninterrupted employment. The PHA contributes 8% of the employee's basic compensation. The PHA's contribution for each employee and income allocated to the employee's account are fully vested after 5 years of continuous service. The PHA's contributions and interest forfeited by employees who leave employment before 5 years of service are used to offset future contributions of the PHA.

The PHA's total payroll for fiscal year ended December 31, 2021, for employees who elected to participate, was \$212,247. The PHA's contributions were calculated using the base salary amount of \$212,247. Both the PHA and the covered employees made the required contributions for the year ended December 31, 2021. Employee contributions to the plan totaled \$-0-. The PHA contributions totaled \$16,980 for the year ended December 31, 2021.

**10. ECONOMIC DEPENDENCY**

Statement of Financial Accounting Standard (SFAS) No. 14 requires disclosure in financial statements of a situation where one entity provides more than 10% of the audited entity's revenues. The Department of Housing & Urban Development provided \$409,197 to the Housing Authority, which represents approximately 60.1% of the Housing Authority's revenue for the year.

**11. SUBSEQUENT EVENTS**

Management has evaluated events and transactions subsequent to the Statement of Net Position date through, May 20, 2022, of the independent auditor's report for potential recognition or disclosure in the financial statements.

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

**NOTES TO THE BASIC FINANCIAL STATEMENTS - (CONTINUED)  
DECEMBER 31, 2021**

**12. COMMITMENTS & CONTINGENCIES**

At December 31, 2021, the Housing Authority is subject to possible examinations made by federal regulators who determine compliance with terms, conditions, laws and regulations governing grants given to the Housing Authority in the current and prior years. These examinations may result in required refunds by the Housing Authority to federal grantors and/or program beneficiaries.

On January 30, 2020, the World Health Organization declared the coronavirus outbreak a “Public Health Emergency of International Concern” and on March 10, 2020, declared it to be a pandemic. Actions taken around the world to help mitigate the spread of the coronavirus include restrictions on travel, and quarantines in certain areas, and forced closures for certain types of public places and businesses. The coronavirus and actions taken to mitigate it have had and are expected to have an adverse impact on the economies and financial markets of many countries, including the geographical area in which the Entity operates. While the disruption is currently expected to be temporary, there is considerable uncertainty around the duration. Therefore, while the Entity anticipates this could negatively affect its operating results, the related financial impact and duration cannot be reasonably estimated at this time.

**Other Supplemental Statements  
& Schedules**

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

**Schedule of Compensation Paid to Board Members  
Year Ended December 31, 2021**

<b>Board Member</b>	<b>Title</b>
Lucy Daniels	Board Commissioner
John Clarke	Board Commissioner
Dorothy Stewart	Board Commissioner
Sullivan Battiste	Board Commissioner
Daniel Melancon	Board Commissioner

Each board member received \$-0- per meeting when present.

See independent auditor's report.

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

**Schedule of Compensation Benefits and Other Payments  
to Agency Head or Chief Executive Officer  
For the Year Ended December 31, 2021**

Bunkie Housing Authority  
-Marriane Willibur, Executive Director

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 72,114
Benefits-Insurance	1,859
Benefits-Retirement	5,769
Benefits (List any other here)	-0-
Car Allowance	-0-
Vehicle Provided by Government	-0-
Per Diem	-0-
Reimbursements	-0-
Travel	-0-
Registration Fees	-0-
Conference Travel	-0-
Continuing Professional Education Fees	-0-
Housing	-0-
Un-vouchered Expenses*	-0-
Special Meals	\$ -0-

\*An example of an un-vouchered expense would be a travel advance.

See independent auditor's report.

**Housing Authority of the Town of Bunkie  
Bunkie, Louisiana**

**Statement and Certification of Actual Modernization Cost  
Annual Contribution Contract**

	<b>(Complete) CFP Project 501-2017</b>	<b>(Incomplete) CFP Project 501-2018</b>	<b>(Incomplete) CFP Project 501-2019</b>	<b>(Incomplete) CFP Project 501-2020</b>	<b>(Incomplete) CFP Project 501-2021</b>	<b>Total</b>
<b>The Actual Modernization Costs Are As Follows:</b>						
1. Funds Approved	\$ 135,003	\$ 209,432	\$ 201,904	\$ 215,402	225,878	\$ 987,619
Funds Expended	(135,003)	(15,000)	(15,000)	(15,000)	(20,540)	(200,543)
Excess of Funds Approved	-0-	194,432	186,904	200,402	205,338	787,076
2. Funds Advanced	135,003	15,000	15,000	15,000	20,540	200,543
Funds Expended	(135,003)	(15,000)	(15,000)	(15,000)	(20,540)	(200,543)
Excess of Funds Advanced	\$ -0-	\$ -0-	\$ -0-	\$ -0-	-0-	\$ -0-

See independent auditor's report.





**Other Reports**

John R. Vercher C.P.A.  
jrv@centurytel.net

Jonathan M. Vercher M.S., C.P.A.  
jonathanvercher@centurytel.net

David R. Vercher M.B.A., C.P.A., C.F.E.  
davidvercher@centurytel.net

## **THE VERCHER GROUP**

*A Professional Corporation of  
Certified Public Accountants*

**P.O. Box 1608  
1737 N 2<sup>nd</sup> St. – Suite A  
Jena, Louisiana 71342  
Tel: (318) 992-6348  
Fax: (318) 992-4374**

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Certified Fraud Examiners

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

Housing Authority of the  
Town of Bunkie  
Bunkie, Louisiana

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 business-type activities of the Housing Authority of the Town of Bunkie, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Housing Authority of the Town of Bunkie’s basic financial statements, and have issued our report thereon dated May 20, 2022.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Housing Authority of the Town of Bunkie’s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Housing Authority of the Town of Bunkie’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Housing Authority of the Town of Bunkie’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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Housing Authority of the Town of Bunkie'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 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 solely for the information and use of the audit committee, management, federal awarding agencies and Legislative Auditor's Office and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a public document and its distribution is not limited.

### *The Vercher Group*

Jena, Louisiana  
May 20, 2022

**HOUSING AUTHORITY OF THE TOWN OF BUNKIE  
BUNKIE, LOUISIANA**

**SCHEDULE OF FINDINGS AND QUESTIONED COST  
For the Year Ended December 31, 2021**

We have audited the basic financial statements which collectively comprise the Housing Authority of the Town of Bunkie, Louisiana, as of and for the year ended December 31, 2021, and have issued our report thereon dated May 20, 2022. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

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**Section I Summary of Auditor's Results**

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Our audit of the basic financial statements as of December 31, 2021, resulted in an unmodified opinion.

**a. Report on Internal Control and Compliance Material to the Basic Financial Statements**

Internal Control

Material Weaknesses  Yes      Significant Deficiencies  Yes

Compliance

Compliance Material to Basic Financial Statements  Yes

**b. Federal Awards – (Not Applicable)**

Internal Control

Material Weaknesses  Yes      Other Conditions  Yes

Type of Opinion on Compliance  Unmodified       Qualified  
For Major Programs       Disclaimer       Adverse

Are the findings required to be reported in accordance with Uniform Guidance?

Yes       No

**c. Identification of Major Programs:**

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<b>CFDA Number (s)</b>	<b>Name of Federal Program (or Cluster)</b>
------------------------	---

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Dollar threshold used to distinguish between Type A and Type B Programs:      \$

Is the auditee a 'low-risk' auditee, as defined by OMB Uniform Guidance?       Yes       No

**HOUSING AUTHORITY OF THE TOWN OF BUNKIE  
BUNKIE, LOUISIANA**

**SCHEDULE OF FINDINGS AND QUESTIONED COST  
For the Year Ended December 31, 2021**

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**Section II Financial Statement Findings**

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No items identified.

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**Section III Federal Awards Findings and Questioned Costs**

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Not applicable.

**HOUSING AUTHORITY OF THE TOWN OF BUNKIE  
BUNKIE, LOUISIANA**

**MANAGEMENT'S SUMMARY  
OF PRIOR YEAR FINDINGS**

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Legislative Auditor  
State of Louisiana  
Baton Rouge, Louisiana 70804-9397

The management of the Housing Authority of the Town of Bunkie, Louisiana has provided the following action summaries relating to audit findings brought to their attention as a result of their financial audit for the year ended December 31, 2020.

**PRIOR YEAR FINDINGS**

No items identified.

John R. Vercher C.P.A.  
jrv@centurytel.net

Jonathan M. Vercher M.S., C.P.A.  
jonathanvercher@centurytel.net

David R. Vercher M.B.A., C.P.A., C.F.E.  
davidvercher@centurytel.net

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### **INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES**

Housing Authority of the Town of Bunkie  
P.O. Box 1036  
Bunkie, LA 71322

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period January 1, 2021 through December 31, 2021. The Housing Authority of the Town of Bunkie's management is responsible for those C/C areas identified in the SAUPs.

The Housing Authority of the Town of Bunkie has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in LLA's SAUPs for the fiscal period January 1, 2021 through December 31, 2021. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

#### ***Written Policies and Procedures***

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- 1) Obtain and inspect the entity's written policies and procedures and observe that they address each of the following categories and subcategories (if applicable to public funds and the entity's operations):
  - a) **Budgeting**, including preparing, adopting, monitoring, and amending the budget.
  - b) **Purchasing**, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the public bid law; and (5) documentation required to be maintained for all bids and price quotes.
  - c) **Disbursements**, including processing, reviewing, and approving.

- d) **Receipts/Collections**, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or fiduciary fund additions (e.g. periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, fiduciary fund forfeiture monies confirmation).
- e) **Payroll/Personnel**, including (1) payroll processing, and (2) reviewing and approving time and attendance records, including leave and overtime worked.
- f) **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.
- g) **Credit Cards (and debit cards, fuel cards, P-Cards, if applicable)**, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).
- h) **Travel and expense reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.
- i) **Ethics**, including (1) the prohibitions as defined in Louisiana Revised Statute (R.S.) 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) requirement that all employees, including elected officials and appointed board members, annually attest through signature verification that they have read the entity's ethics policy.
- j) **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
- k) **Information Technology Disaster Recovery/Business Continuity**, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.
- l) **Sexual Harassment**, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting requirement.

**Observation: We reviewed the Policies and Procedures manuals and found that all the items listed above were addressed.**

#### *Board or Finance Committee*

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- 2) Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:



- a) Observe that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.
- b) For those entities reporting on the governmental accounting model, observe that the minutes referenced or included monthly budget-to-actual comparisons on the general fund and major special revenue funds, as well as monthly financial statements (or budget-to-actual comparisons, if budgeted) for major proprietary funds. Alternately, for those entities reporting on the non-profit accounting model, observe that the minutes referenced or included financial activity relating to public funds if those public funds comprised more than 10% of the entity's collections during the fiscal period.
- c) For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.

**Observations:**

**A) We found that the board met with a quorum on a monthly basis.**

**B) The board minutes included review and approval of monthly budget to actual financial statements on the proprietary fund (only fund).**

**C) Not Applicable**

***Bank Reconciliations***

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- 3) Obtain a listing of client bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:
  - a) Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated, electronically logged).
  - b) Bank reconciliations include evidence that a member of management/board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged).
  - c) Management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

**Observations: We obtained a listing of the bank accounts from the entity's financial institution and management's representation that the listing was complete.**

- A) Bank reconciliations were prepared for all bank accounts within 2 months of the related statement closing date.
- B) Bank reconciliations are prepared by an outside accounting firm and reviewed by management.
- C) The entity had no reconciling items more than 12 months from the statement closing date. Inquiry found that the entity reviews old outstanding checks on a regular basis.

### ***Collections (excluding EFTs)***

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- 4) Obtain a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).

**Observation: We obtained the listing (PHA Office) and management's representation that the listing is complete. The entity has only one collection site.**

- 5) For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (i.e. 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies or procedures, inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that:
  - a) Employees that are responsible for cash collections do not share cash drawers/registers.
  - b) Each employee responsible for collecting cash is not responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g. pre-numbered receipts) to the deposit.
  - c) Each employee responsible for collecting cash is not responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit.
  - d) The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or fiduciary fund additions are not responsible for collecting cash, unless another employee verifies the reconciliation.

#### **Observations:**

- A.) Employees do not share cash drawers/registers. Additionally, the entity does not accept cash.
- B.) An employee may be responsible for collections and making deposits. The entity does not accept cash and prenumbered receipts are generated to mitigate risk.

**C.) The entity utilizes an outside fee accountant to assist in recording collections to the general ledger and subsidiary ledgers.**

**D.) The entity utilizes an outside fee accountant to assist in recording collections to the general ledger and subsidiary ledgers.**

- 6) Inquire of management that all employees who have access to cash are covered by a bond or insurance policy for theft.

**Observation: We obtained a copy of the insurance policy and verified that all employees are bonded.**

- 7) Randomly select two deposit dates for each of the 5 bank accounts selected for procedure #3 under "Bank Reconciliations" above (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). Alternately, the practitioner may use a source document other than bank statements when selecting the deposit dates for testing, such as a cash collection log, daily revenue report, receipt book, etc. Obtain supporting documentation for each of the 10 deposits and:

- a) Observe that receipts are sequentially pre-numbered.
- b) Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
- c) Trace the deposit slip total to the actual deposit per the bank statement.
- d) Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100).
- e) Trace the actual deposit per the bank statement to the general ledger.

**Observations:**

**A.) Receipts were sequentially pre-numbered.**

**B.) We traced the receipt/collection documentation to the deposit slip with no exceptions.**

**C.) We traced the deposit slip to the actual deposit per bank statement with no exceptions.**

**D.) We traced daily collections to the deposit date on the corresponding bank statement and observed that deposits are not made daily. Due to the lack of funds on hand and with a no cash policy, the entity can't justify making daily deposits. Deposits are always made daily on large collection days.**

**E.) We traced the actual deposit per bank statement to the general ledger with no exceptions.**

*Non-Payroll Disbursements (excluding card purchases/payments, travel reimbursements, and petty cash purchases)*

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- 8) Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (all locations if less than 5).

**Observation: We obtained a listing of the location that process payments (PHA Office) for the fiscal period and management's representation that the listing is complete.**

- 9) For each location selected under #8 above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, inquire of employees about their job duties), and observe that job duties are properly segregated such that:
- a) At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.
  - b) At least two employees are involved in processing and approving payments to vendors.
  - c) The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files.
  - d) Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.

**Observations:**

**A.) At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.**

**B.) At least two employees are involved in processing and approving payments to vendors.**

**C.) The employee responsible for processing payments is not prohibited from adding/modifying vendor files. The executive director is responsible for processing payments and adding/modifying vendors to the entity's purchasing/disbursements system. To mitigate risk, the board approves all purchases and dual signatures are required on all checks. The board reviews all disbursements at meetings.**

**D.) Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.**

- 10) For each location selected under #8 above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction and:

- a) Observe that the disbursement matched the related original invoice/billing statement.

- b) Observe that the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #9, as applicable.

**Observation: We selected a random sample of 5 disbursements and tested the following:**

**A.) We observed that the disbursements matched the related original invoices with no exceptions.**

**B.) We observed that the disbursement documentation included evidence of segregation of duties tested under #9.**

### *Credit Cards/Debit Cards/Fuel Cards/P-Cards*

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- 11) Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

**Observation: We obtained a listing of all active credit cards and fuel cards and obtained management's representation that the listing is complete.**

- 12) Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement), obtain supporting documentation, and:

- a) Observe that there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) was reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder. [Note: Requiring such approval may constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality); these instances should not be reported.]]

- b) Observe that finance charges and late fees were not assessed on the selected statements.

**Observations:**

**A.) We observed evidence that the monthly statement and supporting documentation was reviewed and approved, in writing by someone other than the authorized card holder.**

**B.) There were no finance charges on the statements.**

- 13) Using the monthly statements or combined statements selected under #12 above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (i.e. each card should have 10 transactions subject to testing) . For each transaction, observe that it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and

note whether management had a compensating control to address missing receipts, such as a “missing receipt statement” that is subject to increased scrutiny.

**Observation: We randomly selected the month of November 2021 and observed each transaction was supported by (1) an original itemized receipt that identifies precisely what was purchased and (2) written documentation of the business/public purpose.**

#### ***Travel and Travel-Related Expense Reimbursements (excluding card transactions)***

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- 14) Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management’s representation that the listing or general ledger is complete. Randomly select 5 reimbursements, obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected:
- a) If reimbursed using a per diem, agree the reimbursement rate to those rates established either by the State of Louisiana or the U.S. General Services Administration ([www.gsa.gov](http://www.gsa.gov)).
  - b) If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.
  - c) Observe that each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by written policy (procedure #1h).
  - d) Observe that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

**Observations: The entity had no travel reimbursements during the fiscal period.**

#### ***Contracts***

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- 15) Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. Alternately, the practitioner may use an equivalent selection source, such as an active vendor list. Obtain management’s representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner’s contract, and:
- a) Observe that the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law.
  - b) Observe that the contract was approved by the governing body/board, if required by policy or law (e.g. Lawrason Act, Home Rule Charter).
  - c) If the contract was amended (e.g. change order), observe that the original contract terms provided for such an amendment.
  - d) Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe that the invoice and related payment agreed to the terms and conditions of the contract.

**Observation:**

- A.) We selected all contracts for the fiscal period and observed that the contract was bid in accordance with the Louisiana Public Bid Law. (Where Applicable)**
- B.) Each contract was passed by resolution at a board meeting.**
- C.) Not Applicable**
- D.) We randomly selected one payment from a contract in the fiscal period and obtained the supporting invoice, agreed the invoice to the contract terms, and observed that the invoice and related payment agreed to the terms and conditions of the contract.**

***Payroll and Personnel***

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- 16) Obtain a listing of employees/officials employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees/officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.

**Observation: We obtained a listing of employees and officials employed during the fiscal period and management's representation that the listing is complete. We selected 5 employees, obtained related salaries/pay rates and agreed paid salaries/pay rates to authorized salaries/pay rates in the personnel files.**

- 17) Randomly select one pay period during the fiscal period. For the 5 employees/officials selected under #16 above, obtain attendance records and leave documentation for the pay period, and:
- a) Observe that all selected employees/officials documented their daily attendance and leave (e.g., vacation, sick, compensatory). (Note: Generally, officials are not eligible to earn leave and do not document their attendance and leave. However, if the official is earning leave according to policy and/or contract, the official should document his/her daily attendance and leave.)
  - b) Observe that supervisors approved the attendance and leave of the selected employees/officials.
  - c) Observe that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records.

**Observations:**

- A.) All selected employees documented their daily attendance and leave.**
- B.) The board approves all attendance and leave of selected employees.**

**C.) All leave accrued or taken during the pay period is reflected in the entity's cumulative leave records.**

18) Obtain a listing of those employees/officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees/officials, obtain related documentation of the hours and pay rates used in management's termination payment calculations, agree the hours to the employee/officials' cumulative leave records, and agree the pay rates to the employee/officials' authorized pay rates in the employee/officials' personnel files.

**Observation: No terminations in the fiscal year.**

19) Obtain management's representation that employer and employee portions of payroll taxes, retirement contributions, health insurance premiums, and workers' compensation premiums have been paid, and associated forms have been filed, by required deadlines.

**Observation: We obtained management's representation that employer and employee portions of third-party payroll related amounts have been paid, and any associated forms have been filed by the required deadlines without exception.**

### *Ethics*

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20) Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, obtain ethics documentation from management, and:

- a) Observe that the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.
- b) Observe that the documentation demonstrates each employee/official attested through signature verification that he or she has read the entity's ethics policy during the fiscal period.

**A.) Employees/Officials did not have documentation of ethics compliance for the fiscal period.**

**Exception: Employees/Officials did not complete one hour of ethics training during the fiscal period.**

**Managements Response: All Employees/Officials will have one hour of ethics training completed during each fiscal period.**

**B.) There were no changes to the ethics policy during the fiscal period.**



## *Debt Service*

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- 21) Obtain a listing of bonds/notes issued during the fiscal period and management's representation that the listing is complete. Select all bonds/notes on the listing, obtain supporting documentation, and observe that State Bond Commission approval was obtained for each bond/note issued.

**Observation: The entity did not have or enter into any debt.**

- 22) Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

**Observation: The entity did not have or enter into any debt.**

## *Fraud Notice*

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- 23) Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled.

**Observation: The entity had no reported misappropriations of public funds and/or assets during the fiscal period.**

- 24) Observe that the entity has posted on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

**Observation: The entity has posted, on its premises the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.**

## *Information Technology Disaster Recovery/Business Continuity*

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- 25) Perform the following procedures, verbally discuss the results with management, and report "We performed the procedure and discussed the results with management."

- a) Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if no written documentation, inquire of personnel responsible for backing up critical data) and observe that such backup occurred within the past week. If backups are stored on a physical medium (e.g., tapes, CDs), observe evidence that backups are encrypted before being transported.
- b) Obtain and inspect the entity's most recent documentation that it has tested/verified that its backups can be restored (if no written documentation, inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.

- c) Obtain a listing of the entity's computers currently in use, and their related locations, and management's representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have active antivirus software and that the antivirus, operating system, and accounting system software are the most recent versions available (i.e. up-to-date).

**Observation:**

- A) We performed the procedure and discussed the results with management.
- B) We performed the procedure and discussed the results with management.
- C) We performed the procedure and discussed the results with management.

***Sexual Harassment***

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- 26) Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, obtain sexual harassment training documentation from management, and observe that the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year.

**Observation: None of the Employees/Officials completed one hour of sexual harassment training during the calendar year.**

**Exception: No sexual harassment training completed during the calendar year.**

**Management's Response: All Employees/Officials will complete at least one hour of sexual harassment training each calendar year.**

- 27) Observe that the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity's premises if the entity does not have a website).

**Observation: The entity has posted the policy and complaint procedure on its premises.**

- 28) Obtain the entity's annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe that it includes the applicable requirements of R.S. 42:344.

- a) Number and percentage of public servants in the agency who have completed the training requirements;
- b) Number of sexual harassment complaints received by the agency;
- c) Number of complaints which resulted in a finding that sexual harassment occurred;
- d) Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and

e) Amount of time it took to resolve each complaint.

**Observation: The entity did not have an annual sexual harassment report for the current fiscal period.**

**Exception: No annual sexual harassment report completed.**

**Management's Response: the entity will complete an annual sexual harassment report on or before February 1 that includes the applicable requirements of R.S. 42:344.**

We were engaged by the Housing Authority of the Town of Bunkie to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on those C/C areas identified in the SAUPs. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Housing Authority of the Town of Bunkie and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on those C/C areas identified in the SAUPs, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the LLA as a public document.

*The Vercher Group*

Jena, Louisiana  
May 20, 2022

**Financial Data Schedule**

Housing Authority of the Town of Bunkie (LA062)

Bunkie, LA

Entity Wide Balance Sheet Summary

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2021

	Project Total	14.PHC Public Housing CARES Act Funding	Subtotal	ELIM	Total
111 Cash - Unrestricted	\$953,584		\$953,584		\$953,584
112 Cash - Restricted - Modernization and Development					
113 Cash - Other Restricted					
114 Cash - Tenant Security Deposits	\$11,220		\$11,220		\$11,220
115 Cash - Restricted for Payment of Current Liabilities					
100 Total Cash	\$964,804	\$0	\$964,804		\$964,804
121 Accounts Receivable - PHA Projects					
122 Accounts Receivable - HUD Other Projects					
124 Accounts Receivable - Other Government					
125 Accounts Receivable - Miscellaneous					
126 Accounts Receivable - Tenants	\$769		\$769		\$769
126.1 Allowance for Doubtful Accounts - Tenants	-\$163		-\$163		-\$163
126.2 Allowance for Doubtful Accounts - Other	\$0		\$0		\$0
127 Notes, Loans, & Mortgages Receivable - Current					
128 Fraud Recovery					
128.1 Allowance for Doubtful Accounts - Fraud					
129 Accrued Interest Receivable					
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$606	\$0	\$606		\$606
131 Investments - Unrestricted	\$153,698		\$153,698		\$153,698
132 Investments - Restricted					
135 Investments - Restricted for Payment of Current Liability					
142 Prepaid Expenses and Other Assets	\$31,367		\$31,367		\$31,367
143 Inventories	\$2,982		\$2,982		\$2,982

Housing Authority of the Town of Bunkie (LA062)

Bunkie, LA

Entity Wide Balance Sheet Summary

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2021

	Project Total	14.PHC Public Housing CARES Act Funding	Subtotal	ELIM	Total
143.1 Allowance for Obsolete Inventories	-\$149		-\$149		-\$149
144 Inter Program Due From					
145 Assets Held for Sale					
150 Total Current Assets	\$1,153,308	\$0	\$1,153,308		\$1,153,308
161 Land	\$64,742		\$64,742		\$64,742
162 Buildings	\$5,042,217		\$5,042,217		\$5,042,217
163 Furniture, Equipment & Machinery - Dwellings	\$8,532		\$8,532		\$8,532
164 Furniture, Equipment & Machinery - Administration	\$201,914		\$201,914		\$201,914
165 Leasehold Improvements	\$296,803		\$296,803		\$296,803
166 Accumulated Depreciation	-\$4,347,640		-\$4,347,640		-\$4,347,640
167 Construction in Progress					
168 Infrastructure					
160 Total Capital Assets, Net of Accumulated Depreciation	\$1,266,568	\$0	\$1,266,568		\$1,266,568
171 Notes, Loans and Mortgages Receivable - Non-Current					
172 Notes, Loans, & Mortgages Receivable - Non Current - Past					
173 Grants Receivable - Non Current					
174 Other Assets					
176 Investments in Joint Ventures					
180 Total Non-Current Assets	\$1,266,568	\$0	\$1,266,568		\$1,266,568
200 Deferred Outflow of Resources					
290 Total Assets and Deferred Outflow of Resources	\$2,419,876	\$0	\$2,419,876		\$2,419,876

Housing Authority of the Town of Bunkie (LA062)

Bunkie, LA

**Entity Wide Balance Sheet Summary**

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2021

	Project Total	14.PHC Public Housing CARES Act Funding	Subtotal	ELIM	Total
311 Bank Overdraft					
312 Accounts Payable <= 90 Days	\$941		\$941		\$941
313 Accounts Payable >90 Days Past Due					
321 Accrued Wage/Payroll Taxes Payable					
322 Accrued Compensated Absences - Current Portion	\$7,778		\$7,778		\$7,778
324 Accrued Contingency Liability					
325 Accrued Interest Payable					
331 Accounts Payable - HUD PHA Programs					
332 Account Payable - PHA Projects					
333 Accounts Payable - Other Government	\$25,096		\$25,096		\$25,096
341 Tenant Security Deposits	\$11,220		\$11,220		\$11,220
342 Unearned Revenue	\$2,588		\$2,588		\$2,588
343 Current Portion of Long-term Debt - Capital					
344 Current Portion of Long-term Debt - Operating Borrowings					
345 Other Current Liabilities					
346 Accrued Liabilities - Other	\$166		\$166		\$166
347 Inter Program - Due To					
348 Loan Liability - Current					
310 Total Current Liabilities	\$47,789	\$0	\$47,789		\$47,789
351 Long-term Debt, Net of Current - Capital Projects/Mortgage					
352 Long-term Debt, Net of Current - Operating Borrowings					
353 Non-current Liabilities - Other					
354 Accrued Compensated Absences - Non Current	\$31,068		\$31,068		\$31,068
355 Loan Liability - Non Current					
356 FASB 5 Liabilities					



Housing Authority of the Town of Bunkie (LA062)

Bunkie, LA

**Entity Wide Balance Sheet Summary**

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2021

	Project Total	14.PHC Public Housing CARES Act Funding	Subtotal	ELIM	Total
357 Accrued Pension and OPEB Liabilities					
350 Total Non-Current Liabilities	\$31,068	\$0	\$31,068		\$31,068
300 Total Liabilities	\$78,857	\$0	\$78,857		\$78,857
400 Deferred Inflow of Resources					
508.4 Net Investment in Capital Assets	\$1,266,568	\$0	\$1,266,568		\$1,266,568
511.4 Restricted Net Position	\$0	\$0	\$0		\$0
512.4 Unrestricted Net Position	\$1,074,451	\$0	\$1,074,451		\$1,074,451
513 Total Equity - Net Assets / Position	\$2,341,019	\$0	\$2,341,019		\$2,341,019
600 Total Liabilities, Deferred Inflows of Resources and Equity -	\$2,419,876	\$0	\$2,419,876		\$2,419,876



Housing Authority of the Town of Bunkie (LA062)

Bunkie, LA

**Entity Wide Revenue and Expense Summary**

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2021

	Project Total	14.PHC Public Housing CARES Act Funding	Subtotal	ELIM	Total
70300 Net Tenant Rental Revenue	\$262,939		\$262,939		\$262,939
70400 Tenant Revenue - Other	\$5,809		\$5,809		\$5,809
70500 Total Tenant Revenue	\$268,748	\$0	\$268,748	\$0	\$268,748
70600 HUD PHA Operating Grants	\$364,645	\$44,552	\$409,197		\$409,197
70610 Capital Grants					
70710 Management Fee					
70720 Asset Management Fee					
70730 Book Keeping Fee					
70740 Front Line Service Fee					
70750 Other Fees					
70700 Total Fee Revenue			\$0	\$0	\$0
70800 Other Government Grants					
71100 Investment Income - Unrestricted	\$190		\$190		\$190
71200 Mortgage Interest Income					
71300 Proceeds from Disposition of Assets Held for Sale					
71310 Cost of Sale of Assets					
71400 Fraud Recovery					
71500 Other Revenue	\$3,264		\$3,264		\$3,264
71600 Gain or Loss on Sale of Capital Assets					
72000 Investment Income - Restricted					
70000 Total Revenue	\$636,847	\$44,552	\$681,399	\$0	\$681,399
91100 Administrative Salaries	\$91,548	\$25,356	\$116,904		\$116,904

Housing Authority of the Town of Bunkie (LA062)

Bunkie, LA

**Entity Wide Revenue and Expense Summary**

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2021

	Project Total	14.PHC Public Housing CARES Act Funding	Subtotal	ELIM	Total
91200 Auditing Fees	\$9,200		\$9,200		\$9,200
91300 Management Fee					
91310 Book-keeping Fee					
91400 Advertising and Marketing	\$170		\$170		\$170
91500 Employee Benefit contributions - Administrative	\$44,748		\$44,748		\$44,748
91600 Office Expenses	\$25,705		\$25,705		\$25,705
91700 Legal Expense					
91800 Travel	\$69		\$69		\$69
91810 Allocated Overhead					
91900 Other	\$13,408		\$13,408		\$13,408
91000 Total Operating - Administrative	\$184,848	\$25,356	\$210,204	\$0	\$210,204
92000 Asset Management Fee					
92100 Tenant Services - Salaries					
92200 Relocation Costs					
92300 Employee Benefit Contributions - Tenant Services					
92400 Tenant Services - Other	\$236		\$236		\$236
92500 Total Tenant Services	\$236	\$0	\$236	\$0	\$236
93100 Water	\$837		\$837		\$837
93200 Electricity	\$6,124		\$6,124		\$6,124
93300 Gas	\$1,016		\$1,016		\$1,016
93400 Fuel					
93500 Labor					
93600 Sewer	\$4,829		\$4,829		\$4,829
93700 Employee Benefit Contributions - Utilities					

Housing Authority of the Town of Bunkie (LA062)

Bunkie, LA

Entity Wide Revenue and Expense Summary

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2021

	Project Total	14.PHC Public Housing CARES Act Funding	Subtotal	ELIM	Total
93800 Other Utilities Expense					
93000 Total Utilities	\$12,806	\$0	\$12,806	\$0	\$12,806
94100 Ordinary Maintenance and Operations - Labor	\$76,147	\$19,196	\$95,343		\$95,343
94200 Ordinary Maintenance and Operations - Materials and	\$28,763		\$28,763		\$28,763
94300 Ordinary Maintenance and Operations Contracts	\$43,205		\$43,205		\$43,205
94500 Employee Benefit Contributions - Ordinary Maintenance	\$51,722		\$51,722		\$51,722
94000 Total Maintenance	\$199,837	\$19,196	\$219,033	\$0	\$219,033
95100 Protective Services - Labor					
95200 Protective Services - Other Contract Costs					
95300 Protective Services - Other					
95500 Employee Benefit Contributions - Protective Services					
95000 Total Protective Services	\$0	\$0	\$0	\$0	\$0
96110 Property Insurance	\$50,467		\$50,467		\$50,467
96120 Liability Insurance	\$6,987		\$6,987		\$6,987
96130 Workmen's Compensation	\$5,397		\$5,397		\$5,397
96140 All Other Insurance	\$14,016		\$14,016		\$14,016
96100 Total insurance Premiums	\$76,867	\$0	\$76,867	\$0	\$76,867
96200 Other General Expenses	\$2,410		\$2,410		\$2,410
96210 Compensated Absences	\$13,283		\$13,283		\$13,283
96300 Payments in Lieu of Taxes	\$25,096		\$25,096		\$25,096
96400 Bad debt - Tenant Rents	\$1,205		\$1,205		\$1,205
96500 Bad debt - Mortgages					

Housing Authority of the Town of Bunkie (LA062)

Bunkie, LA

**Entity Wide Revenue and Expense Summary**

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2021

	Project Total	14.PHC Public Housing CARES Act Funding	Subtotal	ELIM	Total
96600 Bad debt - Other					
96800 Severance Expense					
96000 Total Other General Expenses	\$41,994	\$0	\$41,994	\$0	\$41,994
96710 Interest of Mortgage (or Bonds) Payable					
96720 Interest on Notes Payable (Short and Long Term)					
96730 Amortization of Bond Issue Costs					
96700 Total Interest Expense and Amortization Cost	\$0	\$0	\$0	\$0	\$0
96900 Total Operating Expenses	\$516,588	\$44,552	\$561,140	\$0	\$561,140
97000 Excess of Operating Revenue over Operating Expenses	\$120,259	\$0	\$120,259	\$0	\$120,259
97100 Extraordinary Maintenance					
97200 Casualty Losses - Non-capitalized					
97300 Housing Assistance Payments					
97350 HAP Portability-In					
97400 Depreciation Expense	\$132,579		\$132,579		\$132,579
97500 Fraud Losses					
97600 Capital Outlays - Governmental Funds					
97700 Debt Principal Payment - Governmental Funds					
97800 Dwelling Units Rent Expense					
90000 Total Expenses	\$649,167	\$44,552	\$693,719	\$0	\$693,719
10010 Operating Transfer In	\$44,038		\$44,038	-\$44,038	\$0
10020 Operating transfer Out	-\$44,038		-\$44,038	\$44,038	\$0



Housing Authority of the Town of Bunkie (LA062)

Bunkie, LA

Entity Wide Revenue and Expense Summary

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2021

	Project Total	14.PHC Public Housing CARES Act Funding	Subtotal	ELIM	Total
10030 Operating Transfers from/to Primary Government					
10040 Operating Transfers from/to Component Unit					
10050 Proceeds from Notes, Loans and Bonds					
10060 Proceeds from Property Sales					
10070 Extraordinary Items, Net Gain/Loss					
10080 Special Items (Net Gain/Loss)					
10091 Inter Project Excess Cash Transfer In					
10092 Inter Project Excess Cash Transfer Out					
10093 Transfers between Program and Project - In					
10094 Transfers between Project and Program - Out					
10100 Total Other financing Sources (Uses)	\$0	\$0	\$0	\$0	\$0
10000 Excess (Deficiency) of Total Revenue Over (Under) Total	-\$12,320	\$0	-\$12,320	\$0	-\$12,320
11020 Required Annual Debt Principal Payments	\$0	\$0	\$0		\$0
11030 Beginning Equity	\$2,353,339	\$0	\$2,353,339		\$2,353,339
11040 Prior Period Adjustments, Equity Transfers and					
11050 Changes in Compensated Absence Balance					
11060 Changes in Contingent Liability Balance					
11070 Changes in Unrecognized Pension Transition Liability					
11080 Changes in Special Term/Severance Benefits Liability					
11090 Changes in Allowance for Doubtful Accounts - Dwelling					
11100 Changes in Allowance for Doubtful Accounts - Other					
11170 Administrative Fee Equity					
11180 Housing Assistance Payments Equity					

Housing Authority of the Town of Bunkie (LA062)

Bunkie, LA

Entity Wide Revenue and Expense Summary

Submission Type: Audited/Non Single Audit

Fiscal Year End: 12/31/2021

	Project Total	14.PHC Public Housing CARES Act Funding	Subtotal	ELIM	Total
11190 Unit Months Available	1224	0	1224		1224
11210 Number of Unit Months Leased	1051	0	1051		1051
11270 Excess Cash	\$1,029,037		\$1,029,037		\$1,029,037
11610 Land Purchases	\$0		\$0		\$0
11620 Building Purchases	\$420,686		\$420,686		\$420,686
11630 Furniture & Equipment - Dwelling Purchases	\$0		\$0		\$0
11640 Furniture & Equipment - Administrative Purchases	\$0		\$0		\$0
11650 Leasehold Improvements Purchases	\$0		\$0		\$0
11660 Infrastructure Purchases	\$0		\$0		\$0
13510 CFFP Debt Service Payments	\$0		\$0		\$0
13901 Replacement Housing Factor Funds	\$0		\$0		\$0