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HOUSING AUTHORITY OF VERNON PARISH, LOUISIANA
REPORT ON EXAMINATION OF
FINANCIAL STATEMENTS AND SUPPLEMENTAL DATA

TWELVE MONTHS ENDED SEPTEMBER 30, 1999

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date APR 12 2000

MIKE ESTES, P.C.
A PROFESSIONAL ACCOUNTING CORPORATION

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MEMBER
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Independent Auditor's Report

Board of Commissioners
Housing Authority of
Vernon Parish
Leesville, Louisiana

Regional Inspector General for Audit
Office of Inspector General
Department of Housing and Urban
Development

We have audited the accompanying general-purpose financial statements of the Housing Authority of Vernon Parish, Louisiana at and for the year ended September 30, 1999, as listed in the table of contents. These general-purpose financial statements are the responsibility of the Housing Authority of Vernon Parish, Louisiana's management. Our responsibility is to express an opinion on these general-purpose financial statements based on our audit.

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, and provisions of the Louisiana Governmental Audit Guide. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of the Housing Authority of Vernon Parish, Louisiana as of September 30, 1999 and the results of its operations and changes in its total equity for the year then ended, in conformity with generally accepted accounting principles.

As described in Note A to the financial statements, the PHA has changed from the Governmental Funds to the Enterprise Funds method for the year ended September 30, 1999.

In accordance with *Government Auditing Standards*, we have also issued a report dated March 22, 2000 on our consideration of Housing Authority of the Vernon Parish's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was performed for the purpose of forming an opinion on the general-purpose financial statements of the Housing Authority of Vernon Parish, taken as a whole. The accompanying supplementary schedules are presented for purposes of additional analysis, and are not a required part of the general-purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general-purpose financial statements and, in our opinion, are fairly stated, in all material respects, in relation to the general-purpose financial statements taken as a whole.

Mike Estes, P.C.

Fort Worth, Texas
March 22, 2000

HOUSING AUTHORITY OF VERNON PARISH
BALANCE SHEET - ENTERPRISE FUND
SEPTEMBER 30, 1999

FW - 2027

Assets

Current assets

Cash - Exhibit F	\$ 72,865.00
Investments	2,679.00
Accounts receivable - tenants, net of allowance for bad debts, zero	1,443.00
Inventories	1,441.00
Prepaid insurance	6,499.00

Total current assets	84,927.00
-----------------------------	-----------

Fixed Assets

Land	156,735.00
Buildings	3,055,550.00
Furniture, equipment & machinery	70,725.00

	3,283,010.00
--	--------------

Less: Accumulated depreciation	587,707.00
--------------------------------	------------

Net fixed assets	2,695,303.00
-------------------------	--------------

Total assets	\$ 2,780,230.00
---------------------	-----------------

The Notes to Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF VERNON PARISH
BALANCE SHEET - ENTERPRISE FUND BASIS
SEPTEMBER 30, 1999

FW - 2027

Liabilities

Current liabilities

Tenant's security deposits	\$ 5,900.00
Accounts payable - HUD - Voucher - current	33,340.00
Accounts payable - HUD - Voucher - prior	2,613.00
Accounts payable - other	13,335.00
Accrued wages, compensated absences	10,567.00
Deferred credit	169.00

Total current liabilities	<u>65,924.00</u>
----------------------------------	------------------

Fund equity

Net HUD contributions	2,695,304.00
-----------------------	--------------

Total contributed capital	<u>2,695,304.00</u>
----------------------------------	---------------------

Retained earnings - Exhibit B	19,002.00
-------------------------------	-----------

Total Equity	<u>2,714,306.00</u>
---------------------	---------------------

Total Liabilities and Equity	<u>\$ 2,780,230.00</u>
-------------------------------------	------------------------

The Notes to Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF VERNON PARISH
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN
RETAINED EARNINGS - ENTERPRISE FUND
YEAR ENDED SEPTEMBER 30, 1999

FW - 2027

Revenues

Tenant revenue	\$ 37,102.00
HUD operating subsidy grant	162,410.00
HUD CIAP soft costs grant	8,489.00
Interest income	2,156.00
Other revenue	19,316.00

Total Operating Revenue	229,473.00
--------------------------------	-------------------

Operating expenses	
Administrative	73,630.00
Utilities	19,898.00
Maintenance	54,242.00
General expense	11,596.00
Depreciation	115,491.00
CIAP soft costs	8,489.00
HAP payments	79,728.00

Total operating expenses	363,074.00
---------------------------------	-------------------

Net operating loss	(133,601.00)
---------------------------	---------------------

Retained earnings (operating reserve), 9-30-98	56,496.00
--	-----------

Add: HUD - REAC prior year GAAP adjustments	96,107.00
---	-----------

Retained earnings, 9-30-99	\$ 19,002.00
-----------------------------------	---------------------

Net HUD contribution, 9-30-98	3,533,556.00
-------------------------------	--------------

Current year addition and REAC adjustments	(838,252.00)
--	--------------

Net HUD contribution, 9-30-99	2,695,304.00
-------------------------------	--------------

Total Equity, 9-30-99 - Exhibit A	\$ 2,714,306.00
--	------------------------

The Notes to Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF VERNON PARISH
STATEMENT OF CASH FLOWS - ENTERPRISE FUND
YEAR ENDED SEPTEMBER 30, 1999

FW - 2027

Cash flows from operating activities:

Tenant revenue	\$ 37,102.00
Other operating revenue	19,316.00
Operating expenses	<u>(363,074.00)</u>
Net cash (used) in operating activities	<u>(306,656.00)</u>

Cash flows from noncapital financing activities

Operating subsidies received	<u>170,899.00</u>
------------------------------	-------------------

**Net cash provided by noncapital
financing activities**

170,899.00

Cash flows from capital and related financing activities

HUD CIAP hard cost advances	57,389.00
Equipment and CIAP additions	<u>57,389.00</u>

**Net cash provided (required) by capital
and financing activities**

0.00

Cash flows from investing activities

Interest income	<u>2,156.00</u>
-----------------	-----------------

**Net cash provided (used) from
investing activities**

\$ 2,156.00

The Notes to Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF VERNON PARISH
STATEMENT OF CASH FLOWS - ENTERPRISE FUND (continued)
YEAR ENDED SEPTEMBER 30, 1999

EW - 2027

Adjustments

Depreciation		115,492.00
NET HUD - REAC adjustments - noncash		(16,407.00)
Changes in assets and liabilities:		
Decrease in accounts receivable	\$	371.00
Increase in inventories		(1,441.00)
Increase in prepaid insurance		(3,589.00)
Increase in accrued wages and payroll taxes		10,567.00
Decrease in security deposits		(600.00)
Decrease in deferred credits		(9,777.00)
Increase in accounts payable		3,393.00
		98,009.00
Change in cash and equivalents		(35,592.00)
Cash and equivalents beginning of year		111,136.00
		75,544.00
Cash and equivalents end of year - Exhibit A	\$	75,544.00

The Notes to Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF VERNON PARISH
COMPARISON OF ACTUAL HUD REVENUE AND
EXPENSES TO HUD BUDGETED
YEAR ENDED SEPTEMBER 30, 1999

FW - 2027

	<u>HUD Budget</u>	<u>Actual</u>	<u>Over (Under) Budget</u>
Revenues			
Tenant revenue	\$ 49,400.00	\$ 37,102.00	\$ (12,298.00)
HUD operating subsidy grant	195,750.00	162,410.00	(33,340.00)
HUD CIAP soft costs grant	8,489.00	8,489.00	0.00
Interest income	2,580.00	2,156.00	(424.00)
Other revenue	9,400.00	19,316.00	9,916.00
	<u>265,619.00</u>	<u>229,473.00</u>	<u>(36,146.00)</u>
Operating expenses			
Administration, net of CIAP soft costs:	72,520.00	73,630.00	1,110.00
CIAP soft costs	8,489.00	8,489.00	
Utilities	20,220.00	19,898.00	(322.00)
Maintenance	59,262.00	54,242.00	(5,020.00)
General expense	15,763.00	11,596.00	(4,167.00)
Depreciation	0.00	115,491.00	115,491.00
HAP payments	111,168.00	79,728.00	(31,440.00)
	<u>\$ 287,422.00</u>	<u>\$ 363,074.00</u>	<u>\$ 75,652.00</u>
Excess (deficient) revenues	(21,803.00)	(133,601.00)	(111,798.00)
Add:			
Depreciation - not budgeted by HUD	0.00	115,490.00	115,490.00
Deduct:			
Capital expenditures - budgeted by HUD	<u>(2,220.00)</u>	<u>(800.00)</u>	<u>1,420.00</u>
Excess (deficiency) of budgeted revenues over expenses	<u>\$ (24,023.00)</u>	<u>\$ (18,911.00)</u>	<u>\$ 5,112.00</u>

The Notes to Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF VERNON PARISH

NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 1999

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNT POLICIES AND CHANGE OF ACCOUNTING PRINCIPLE

The Housing Authority of Vernon Parish, Louisiana (the Authority), a public corporate body, was organized for the purpose of providing decent, safe, and sanitary dwelling accommodations for persons of low income.

The Authority is engaged in the acquisition, modernization, and administration of low-rent housing. In addition, the Authority has administrative responsibility for various other community development programs whose primary purpose is the development of viable urban communities by providing decent housing, a suitable living environment, and economic opportunities principally for persons of low and moderate income.

The Authority is administered by a governing Board of Commissioners (the Board), whose members are appointed by the Vernon Parish Police Jury. Each member serves a five-year term on a rotating basis. 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 and housing assistance payments for eligible individuals.

(1) Financial Reporting Entity

Generally accepted accounting principles require that the financial statements present the accounts and operations of the Authority and its component units, entities for which the Authority is considered to be financially accountable. Blended component units, although legally separate entities, are, in substance, part of the Authority's operations and data from these units, if any, are combined with data of the Authority. Each discretely presented component unit, if any, would be reported in a separate column in the combined financial statements to emphasize that it is legally separate from the Authority. As of September 30, 1999, and for the fiscal then ended, the Authority had no discretely presented component units or any component units required to be blended in these financial statements.

HOUSING AUTHORITY OF VERNON PARISH

NOTES TO FINANCIAL STATEMENTS

(continued)

SEPTEMBER 30, 1999

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNT POLICIES AND CHANGE OF ACCOUNTING PRINCIPLE (continued)

(2) Change in Accounting Principle

For the year ended September 30, 1999, the PHA has changed from the Government Funds Method to the Enterprise Method. This change was strongly recommended by the Real Estate Assessment Center (REAC) of The Department of Housing and Urban Development.

The Enterprise Funds Method accounts for operations in a manner similar to a private business. Under this method, all assets, including fixed assets, and all liabilities are in one fund, and one financial statement.

The Enterprise Fund recognizes revenues and expenses on the full accrual basis. Revenues are recognized when earned and become measurable. Expenses are recognized in the period incurred, if measurable. In the prior method used, the Governmental Funds Method, the modified accrual method was necessary.

Depreciation expense must be recognized for the Enterprise Fund. Under the Governmental Funds Method, depreciation was optional and the PHA elected not to recognize it.

REAC suggests that accumulated depreciation be charged to HUD Capital Contributions, not Retained Earnings. REAC directs that soft costs from development and modernization be deleted from fixed assets and charged to HUD Capital Contributions.

REAC also directs PHA's to delete outstanding debt owed to HUD, annual contributions and debt amortization funds receivable due from HUD, and close them to HUD Capital Contributions.

HOUSING AUTHORITY OF VERNON PARISH

NOTES TO FINANCIAL STATEMENTS

(continued)

SEPTEMBER 30, 1999

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNT POLICIES AND CHANGE OF ACCOUNTING PRINCIPLE (continued)

The amount of the September 30, 1998 operating reserve becomes the beginning retained earnings. There is no cumulative effect on beginning retained earnings resulting from the accounting method change.

(3) Budgetary Data

The Authority is required by its HUD Annual Contributions Contracts to adopt annual budgets for the Low-Rent Housing Program and the Section 8 Programs. Annual budgets are not required for CIAP grants as their budgets are approved for the length of the project. Both annual and project length budgets require grantor approval.

The Authority is under a limited budget review from HUD with the control category of total operating expenditures. If there are no overruns of the total operating expenditures, then HUD does not require budget revisions other than when there are substantial additions to nonroutine expenditures.

The budget is prepared on a statutory (HUD) basis and does not contain a provision for uncollectible tenant receivables, or depreciation. The budget does reflect furniture and equipment additions from operations.

(4) Cash and Cash Equivalents

The entity defines cash and cash equivalents to include certificates of deposit, money market funds, savings accounts, and demand deposits.

HOUSING AUTHORITY OF VERNON PARISH

NOTES TO FINANCIAL STATEMENTS

(continued)

SEPTEMBER 30, 1999

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNT POLICIES AND CHANGE OF ACCOUNTING PRINCIPLE (continued)

(5) Tenant Receivables

Receivables for rentals and service charges are reported in the General Fund, net of allowances for doubtful accounts.

(6) Compensated Absences

Authority employees accrue personal leave, or compensated absences, by a prescribed formula based on length of service.

NOTE B - CASH DEPOSITS WITH FINANCIAL INSTITUTIONS

It is the entity's policy for deposits to be secured by collateral valued at market or par, whichever is lower, less the amount of the Federal Deposit Insurance Corporation insurance. The entity's deposits are categorized to give an indication of the level of risk assumed by the entity at September 30, 1999. The categories are described as follows:

- Category 1 - Insured or collateralized with securities held by the entity or by its agent in the entity's name.
- Category 2 - Collateralized with securities held by the pledging financial institution's trust department or agent in the entity's name.
- Category 3 - Uncollateralized, uninsured and unregistered, but with securities held by the bank, its trust department, or its agent, pledged to the PHA, but not in the PHA's name.

HOUSING AUTHORITY OF VERNON PARISH

NOTES TO FINANCIAL STATEMENTS

(continued)

SEPTEMBER 30, 1999

NOTE B - CASH DEPOSITS WITH FINANCIAL INSTITUTIONS (continued)

Cash Deposits, categorized by level of risk, (at cost, which approximates market) are:

Total Bank Balances	Category		
	1	2	3
\$ <u>75,544</u>	\$ <u>75,544</u>	\$ <u> </u>	\$ <u> </u>

NOTE C - ACTIVITIES OF THE PHA

At September 30, 1999, the PHA was managing 66 units of low-rent in two projects under Program FW - 2027, and 40 units of Section 8 Voucher under Program FW - 2287.

NOTE D - CONTINGENCIES

The entity is subject to possible examinations by federal regulators who determine compliance with terms, conditions, laws and regulations governing grants given to the entity in the current and prior years. These examinations may result in required refund by the entity to federal grantors and/or program beneficiaries.

HOUSING AUTHORITY OF VERNON PARISH

NOTES TO FINANCIAL STATEMENTS

(continued)

SEPTEMBER 30, 1999

NOTE E - FIXED ASSETS

As noted in Note A, soft costs formerly capitalized have been written off and fixed assets are now depreciated on the straight-line method over their estimated useful lives as follows:

Site improvements	15 Years
Buildings	33 Years
Buildings improvements	15 Years
Nondwelling structures	15 Years
Equipment	3 to 7 Years

	09/30/99 <u>Cost</u>	09/30/98 <u>Accumulated Depreciation</u>	Current <u>Depreciation</u>	09/30/99 <u>Accumulated Depreciation</u>
Land	\$ 156,735			
Buildings and Improvements	3,055,550	412,759	111,437	524,196
Equipment	70,725	59,456	4,055	63,511
	<u>\$ 3,283,010</u>	<u>472,215</u>	<u>115,492</u>	<u>587,707</u>

All land and buildings are encumbered by a Declaration of Trust in favor of the United States of America as security for obligations guaranteed by the government and to protect other interests of the government.

HOUSING AUTHORITY OF VERNON PARISH

NOTES TO FINANCIAL STATEMENTS

(continued)

SEPTEMBER 30, 1999

NOTE F - RETIREMENT PLAN

The entity provides benefits for all of its full-time employees through a defined contribution plan. In a defined contribution plan, benefits depend solely on amounts contributed to the plan, plus investment earnings. Employees are eligible to participate after a six months *exclusionary period*. The employee contributes 5 % and the entity contributes 7 % of the employee's base salary each month. The entity's contributions for each employee (and interest allocated to the employee's account) are vested 20 % annually for each year of participation. An employee is fully vested after 5 years of participation.

The entity's total payroll in fiscal year ended September 30, 1999 was \$ 70,229. The entity's contributions were calculated using the base salary amount of \$ 63,600 . Contributions to the plan were approximately \$ 3,180 and \$ 4,488 by the employee and the entity, respectively.

NOTE G - DISCLOSURES ABOUT FAIR VALUE OF FINANCIAL INSTRUMENTS

The following methods and assumptions were used to estimate the fair value of each class of financial instruments for which it is practicable to estimate that value:

Cash and Investments

The carrying amount approximates fair value because of the short maturity of these instruments.

HOUSING AUTHORITY OF VERNON PARISH

NOTES TO FINANCIAL STATEMENTS

(continued)

SEPTEMBER 30, 1999

NOTE H - ACCOUNTING FOR THE IMPAIRMENT OF LONG - LIVED ASSETS

The full amount of the carrying value of buildings and land improvements are deemed recoverable from future cash flows.

NOTE I - USE OF ESTIMATES IN THE PREPARATION OF FINANCIAL STATEMENTS

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

SUPPLEMENTARY INFORMATION

HOUSING AUTHORITY OF VERNON PARISH
STATEMENT OF MODERNIZATION COSTS - UNCOMPLETED

SEPTEMBER 30, 1999

CASH BASIS

	<u>Project 1998</u>
Funds Approved	\$ 77,500.00
Funds Expended	<u>65,878.40</u>
Excess of Funds Approved	<u>11,621.60</u>
Funds Advanced	\$ 65,878.40
Funds Expended	<u>65,878.40</u>
Excess of Funds Advanced	<u>\$ 0.00</u>

The Notes to Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF VERNON PARISH
SECTION 8 - HUD CONTRIBUTIONS

SEPTEMBER 30, 1999

	<u>Unreserved Contributions</u>	<u>Operating Reserve</u>	<u>Project Account</u>	<u>Cumulative Contributions</u>	<u>Total</u>
Balance at 9/30/98	\$ (688,631.00)	0.00	86,294.00	590,893.00	\$ (11,444.00)
Adjustment	\$ 11,775.00	(11,775.00)	0.00	0.00	\$ 0.00
Net Loss - net of subsidy	\$ (90,294.00)	0.00	0.00	0.00	\$ (90,294.00)
Subsidy	\$ 0.00	0.00	0.00	95,013.00	\$ 95,013.00
GAAP adjustments	\$ (331.00)	0.00	0.00	0.00	\$ (331.00)
Provision	\$ <u>(34,282.00)</u>	<u>4,179.00</u>	<u>29,563.00</u>	<u>0.00</u>	\$ <u>(540.00)</u>
Balance 9/30/99	\$ <u><u>(801,763.00)</u></u>	<u><u>(7,596.00)</u></u>	<u><u>115,857.00</u></u>	<u><u>685,906.00</u></u>	\$ <u><u>(7,596.00)</u></u>

HOUSING AUTHORITY OF VERNON PARISH
ANALYSIS OF GENERAL FUND CASH BALANCE
ANNUAL CONTRIBUTION CONTRACT
FW - 2027

Composition Before Adjustments	
Net operating receipts retained:	
Retained earnings - Exhibit B	\$ <u>19,002.00</u>
	19,002.00
Adjustments	
Expenses/costs not paid:	
Current liabilities	65,925.00
Income not received:	
Accounts receivable	<u>(1,443.00)</u>
General Fund Cash Available	83,484.00
General Fund Cash:	
Invested	(2,679.00)
Applied to deferred charges (<i>prepaid insurance, inventories, etc.</i>)	<u>(7,940.00)</u>
General Fund Cash - Exhibit A	<u><u>72,865.00</u></u>

The Notes to Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF VERNON PARISH
 SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE

YEAR ENDED SEPTEMBER 30, 1999

FEDERAL GRANTOR PROGRAM TITLE	<u>CDFA NO.</u>	<u>GRANT ID NO.</u>	<u>PROGRAM EXPENDITURES</u>
U.S. Department of Housing and Urban Development			
Direct Programs:			
Low-Income Housing			
Operating Subsidy	14.850	FW - 2027	67,397.00
Major Program Total			<u>67,397.00</u>
 Section 8 Hap -			
Vouchers	14.855	FW - 2027	95,013.00
Major Program Total			<u>95,013.00</u>
 Comprehensive			
Improvement			
Assistance Program			
Project 1998	14.852	FW - 2027	65,878.00
Major Program Total			<u>65,878.00</u>
 Total HUD			 \$ <u><u>228,288.00</u></u>

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MEMBER
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PUBLIC ACCOUNTANTS

Report on Compliance and on Internal Control Over Financial Reporting
Based on an Audit of Financial Statements Performed in
Accordance with Government Auditing Standards

Housing Authority of
Vernon Parish
Leesville, Louisiana

We have audited the financial statements of the Housing Authority of Vernon Parish, Louisiana as of and for the year ended September 30, 1999, and have issued our report thereon dated March 22, 2000. 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, and provisions of the Louisiana Governmental Audit Guide.

Compliance

As part of obtaining reasonable assurance about whether the Housing Authority of Vernon Parish, Louisiana's financial statements fare free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing a 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 two instances of noncompliance that are required to be reported under *Government Auditing Standards*, or the Louisiana Governmental Audit Guide. They are listed in the Audit Findings.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Housing Authority of Vernon Parish, Louisiana's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce, to a relatively low level, the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is a matter of public record and its distribution is not limited.

Mike Estes, P.C.

Fort Worth, Texas
March 22, 2000

The Notes to Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF VERNON PARISH
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

30-Sep-99

Prior Audit Findings and Questioned Costs

The prior audit finding is repeated as audit finding #1 below.

Current Audit Findings

Section 8 Deficit Balance

1) The Section 8 program has a 9/30/99 surplus deficit of \$ 7,596. A deficit surplus balance is not in accordance with Louisiana State law.

Recommendation

The PHA needs to limit its Section 8 administrative expenses sufficiently to create a surplus balance in the Section 8 program.

Reply

We will comply with the above.

Rental Receipts Not Timely Deposited

2) For eight of the twelve months during the year ended 9/30/99, rental receipts were collected but not deposited until the first of the next month. Understandably, this can sometimes occur, depending on how late receipts are collected on the last business day. But, it appears often two or three days deposits are not deposited until the first of the next month.

Recommendation

The PHA should get all tenant rental receipts deposited timely. Special efforts need to be made at the end of the month to eliminate deposits in transit.

Reply

We will comply with the above.

HOUSING AUTHORITY OF VERNON PARISH
 SCHEDULE OF AUDIT JOURNAL ENTRIES
 YEAR ENDED SEPTEMBER 30, 1999

EW - 2027

	<u>ACCT. # FOR AUDIT PURPOSES</u>	<u>DR</u>	<u>CR</u>	<u>ACCT. # FOR POSTING TO PHA BOOKS</u>
<1> Leasehold Improvements	N/A - FDS is Correct		8,487.00	1400.3
Net HUD Contributions		8,489.00		2802

To write off CIAP costs on books.