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Housing Authority of the Town of Ruston Ruston, Louisiana

Financial Statements and Supplemental Financial Information
Year Ended June 30, 1999
with
Reports of Certified Public Accountants
on Financial and Compliance Examination

report is a public document. A copy of the report has been submitted to the audited, or reviewed, 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

Pelease Date 1-19-2000

VanRheenen & Miller, Ltd.
Certified Public Accountants
1309 East Race Avenue
Searcy, Arkansas 72143

TABLE OF CONTENTS

4
6
6
7
8 9
10
17
18 19
20
21 23 24 25 26 27 28
29
30
31
32
3 3
34
35 36 37

FINANCIAL SECTION



C. Mark VanRheenen, CPA Steaven E. Miller Jr., CPA L. Scott Rose, CPA

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Independent Auditors' Report

Board of Commissioners Housing Authority of the Town of Ruston 615 N. Farmerville St. Ruston, LA 71270

We have audited the accompanying general purpose and combining financial statements of Housing Authority of the Town of Ruston as of June 30, 1999, and for the year then ended, as listed in the table of contents. These general purpose and combining financial statements, the schedule of expenditures of federal awards, and the supplemental financial information - statutory basis referred to below are the responsibility of the authority's management. Our responsibility is to express an opinion on these general purpose and combining 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 <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose and combining financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose and combining financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose and combining financial statements presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose and combining financial statements referred to above present fairly, in all material respects, the financial position of Housing Authority of the Town of Ruston as of June 30, 1999, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with <u>Government Auditing Standards</u>, we have also issued a report dated November 18, 1999 on our consideration of Housing Authority of the Town of Ruston's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, <u>Audits of States, Local Governments, and Non-Profit Organizations</u>, and is not a required part of the general purpose and combining financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general purpose and combining financial statements, and, in our opinion, is fairly stated, in all material respects, in relation to the general purpose and combining financial statements, taken as a whole.

The accompanying financial information listed as supplemental financial information - statutory basis in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements of Housing Authority of the Town of Ruston. As described in Note 1, the supplemental financial information - statutory basis was prepared in conformity with the accounting practices prescribed by the U.S. Department of Housing and Urban Development, which is a comprehensive basis of accounting other than generally accepted accounting principles. Such supplemental financial information - statutory basis has been subjected to the auditing procedures applied in the audit of the general purpose and combining financial statements and, in our opinion, is fairly presented in all material respects in conformity with the comprehensive basis of accounting described in Note 1.

The supplemental financial information-GASB required information is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and do not express an opinion on it. In addition, we do not provide assurance that Housing Authority of the Town of Ruston is or will become year 2000 compliant, that Housing Authority of the Town of Ruston's year 2000 remediation efforts will be successful in whole or in part, or that parties with which Housing Authority of the Town of Ruston does business are or will become year 2000 compliant.

November 18, 1999

VanRheenen & Miller, Ltd.
VanRheenen & Miller, Ltd.
Certified Public Accountant

GENERAL PURPOSE FINANCIAL STATEMENTS

Combined Balance Sheet - All Fund Types and Account Groups June 30, 1999

	Governmental Fund Types						Account Groups					
		Special Revenue		Debt Service		Capital Projects	_	General Fixed Assets		General Long-term Debt	_	Memo Totals 1999
Assets and Other Debits												
Assets: Cash	¢	146,342.28	æ	_	\$	_	•	_	5		\$	146,342.28
Investments	Φ	320,620.18	Ψ	-	Ψ	-	Ψ	-	Ψ	-	Φ	320,620.18
Receivables:		020,020.10										020,020,10
Accounts		97.33		-		-		-		-		97.33
Other governments		15,080.44		166,431.03		55,500.32		-		-		237,011.79
Other		1,702.25		· -				•		-		1,702.25
Due from other funds		68,954.26		-		-		-		-		68,954.26
Accrued interest receivable		7,331.23		-		•		•				7,331,23
Inventories (FIFO cost)		23,028.23		-		-		-		-		23,028,23
Prepaid items		34,688.28		-		-		-		-		34,688.28
Restricted assets:												
Cash		-		2,499.20		•		-		•		2,499.20
Fixed assets		-		-		•		8,015,966.37		-		8,015,966.37
Other debits:												
Amount available in debt service fund		-		•		•		-		168,930.23		168,930.23
Amount to be provided for retirement of general long term debt	 ,	<u> </u>							_	2,900,352.84	_	2,900,352.84
Total Assets and Other Debits	\$	617,844,48	\$	168,930.23	\$	55,500.32	\$	8,015,966.37	\$	3,069,283.07	\$	11,927,524.47
TOTAL MUSCLE OF TO OTHER DOUBLE	-	VII 10 (17,10	<u> </u>	100,000.20	<u></u>	0,100.02	Ť	0,010,000.01	Ť	0,000,000	Ť	<u> </u>
Liabilities, Equity, and Other Credits												
Liabilities:												
Accounts payable:	\$	29,036,31	•		\$		¢		•		\$	29,036.31
Trade Payroll taxes withheld and accrued	Φ	6,194.06	Ψ	<u>-</u>	Ψ	-	Φ	-	Ψ	-	Ψ	6,194.06
Security deposits		29,935.06		_		_		-		_		29,935.06
Due to other funds		13,453.94		_		55,500.32		-		-		68,954.26
Accrued PILOT		160,501,69		•		-		_		_		160,501.69
Fixed liabilities		*			_	 	_		_	3,069,283.07	_	3,069,283.07
Total liabilities		239,121.06	•			55,500.32	_	_	_	3,069,283.07		3,363,904.45
Equity and Other Credits:												
Investment in general fixed assets				_				8,015,966.37				8,015,966.37
Fund balances:		_						0,010,000.01				0,010,000.01
Reserved for debt service				168,930.23		_						168,930.23
Reserved for prepaids		34,688.28		.00,000.20		-		-		_		34,688.28
Reserved for inventories		23,028.23		_		_				-		23,028.23
Unreserved, undesignated		321,006.91						_		-		321,006.91
			<u></u>				_		_		_	
Total Equity and Other Credits		378,723.42		168,930.23	,-		_	8,015,966,37	_	<u> </u>	_	8,563,620.02
Total Liabilities, Equity and Other Credits	\$	617,844.48	\$	168,930.23	\$	55,500.32	\$	8,015,966.37	\$	3,069,283.07	\$	11,927,524.47
				······································			_					

The accompanying notes are an integral part of the financial statements.

Combined Statement of Revenues, Expenditures, and Changes in Fund Balances All Governmental Fund Types Year Ended June 30, 1999

	Gov			
	Special Revenue	Debt Service	Capital Projects	Memo Totals 1999
Revenues: Rents Charges for services Operational subsidies/grants Interest Miscellaneous	\$ 488,151.83 97,059.59 276,208.29 19,520.70 7,483.23	\$ 166,431.03	\$ - 283,428.67	\$ 488,151.83 97,059.59 726,067.99 19,520.70 7,483.23
Total Revenues	888,423.64	166,431.03	283,428.67	1,338,283.34
Expenditures Current: Housing operations Administration Tenant services Utilities Ordinary maintenance and operations General expense Capital outlay Debt service Principal Interest	143,851.38 18,432.89 172,331.52 245,124.25 195,481.89 23,105.00	140,623.05	283,428.67	143,851.38 18,432.89 172,331.52 245,124.25 195,481.89 306,533.67 140,623.05 73,683.89
Total Expenditures	798,326.93	214,306.94	283,428.67	1,296,062.54
Excess of Revenues over (under) Expenditures Fund balances, beginning of period	90,096.71 288,626.71	(47,875.91) 216,806.14	-	42,220.80 505,432.85
Fund Balance, end of period	\$ 378,723.42	\$ 168,930.23	\$	\$ 547,653.65

The accompanying notes are an integral part of the financial statements.

Combined Statement of Revenues, Expenditures, and Changes in Fund Balances Budget and Actual - All Governmental Fund Types Year Ended June 30, 1999

Special Revenue Funds

		Opecial Revenue i unus			u o	Variance	
		Rudgot		Actual		Favorable Infavorable)	
		Budget	-	Actual		Thavolable)	
Revenues:							
Rents	\$	498,429.00	\$	488,151.83	\$	(10,277.17)	
Charges for services		62,668.00		97,059.59		34,391.59	
Operational subsidies/grants		236,671.00		276,208.29		39,537.29	
Interest		7,648.00		19,520.70		11,872.70	
Miscellaneous		<u></u>		7,483.23		7,483.23	
Total Revenues		805,416.00		888,423.64		83,007.64	
Total Nevenues						<u> </u>	
Expenditures							
Current:		00 574 00		07 552 24		(070.24)	
Administrative salaries		96,574.00		97,553.31		(979.31)	
Professional fees		12,700.00		7,307.50		5,392.50	
Staff training		2,800.00		4,580.00		(1,780.00)	
Travel		7,300.00		6,419.09		880.91	
Sundry administration		26,800.00		27,991.48		(1,191.48)	
Tenant services		18,000.00		18,432.89		(432.89)	
Utilities		160,768.00		172,331.52		(11,563.52)	
Maintenance salaries		141,464.00		139,999.12		1,464.88 (1,911.49)	
Maintenance materials		59,000.00		60,911.49 44,213.64		14,842.36	
Other maintenance costs		59,056.00 64,097.00		60,016.18		4,080.82	
Insurance		•		35,605.00		(410.00)	
PILOT		35,195.00		92,200.23		(8,062.23)	
Employee benefits		84,138.00		•		12,789.57	
Collection losses		20,000.00		7,210.43 450.05		(450.05)	
Miscellaneous		27 000 00				13,895.00	
Capital expenditures		37,000.00		23,105.00	 -	13,093.00	
Total Expenditures		824,892.00		798,326.93		26,565.07	
Excess of Revenues over							
(under) Expenditures	<u>\$</u>	(19,476.00)		90,096.71	\$	109,572.71	
Fund balances, beginning of period				288,626.71			
, a a.a., a a.a., a.a.a., a.a.a., a a. a			-				
Fund Balance, end of period			<u>\$</u>	378,723.42			

The accompanying notes are an integral part of the financial statements.

Notes to the Financial Statements June 30, 1999

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Introduction.

The financial statements of the entity have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements. The entity is chartered as a public corporation for the purpose of administering housing programs for low income families.

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 contracted with the entity to administer certain HUD funds.

The following is a summary of significant accounting policies:

A. Reporting Entity.

The entity is a public corporation, legally separate, fiscally independent and governed by Board of Commissioners. As required by generally accepted accounting principles, these financial statements present the financial position and results of operations of Housing Authority of the Town of Ruston, a primary government. There are no component units to be included herewith, but this report does include all funds, account groups, and programs which are controlled by the entity's governing body.

B. Basis of Presentation.

1. <u>Funds and Account Groups</u>. The accounts of the entity are organized on the basis of funds or account groups, each of which is considered to be a separate accounting unit. The operations of each fund are reported as a separate set of self-balancing accounts which are comprised of each fund's assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Resources are allocated to and for individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various accounts are grouped, in the financial statements in this report, into the following categories:

Governmental Fund Types

Special revenue fund - The special revenue funds are used to account for specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes.

<u>Debt service fund</u> - The debt service fund is used to account for the accumulation of resources for, and the payment of, general long-term principal, interest, and related costs.

Capital projects fund - The capital projects fund is used to account for financial resources to be used for the acquisition, construction, and major renovation of major capital facilities.

Account Groups

The account groups are used to account for fixed assets and long-term liabilities which are not reported in the respective governmental funds.

Notes to the Financial Statements (Continued) June 30, 1999

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

- 2. Total Columns on Combined Statements. Total columns on the combined statements are captioned Memo Totals to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.
- 3. <u>Land, Structures, and Equipment</u>. Land, structures and equipment used in governmental fund type operations are accounted for in the General Fixed Assets Account Group. No depreciation has been provided on such assets. All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated assets are valued at their estimated fair value on the date donated. The entity does capitalize any "infrastructure" assets (streets, curbs, sidewalks, drainage system, and similar assets that are immovable) which are paid for by the entity.
- 4. <u>Capitalized Interest</u>. During project development, interest expenditures were capitalized under pre-1987 financing arrangements. Post-1986 capital projects are being financed by grants from HUD. Consequently, there are no interest expenditures to capitalize. Subsequent to financed developments, interest expenditures are not accrued but are recorded when paid.
- 5. Long-term Liabilities. Long-term liabilities expected to be financed from governmental fund types are accounted for in the General Long-Term Debt Account Group. Expenditures related to such debt are reflected in the Debt Service Fund.
- 6. <u>Fund Balance Reservations</u>. Special reporting treatment is also applied in governmental funds when inventories and prepaid items are present to indicate that they do not represent "available spendable resources", even though they are a component of net current assets. Such amounts are offset by fund balance reserve accounts.

C. Basis of Accounting.

1. Modified Accrual Basis of Accounting. All governmental fund types are accounted for using the modified accrual basis of accounting. The modified accrual basis of accounting recognizes revenues when both "measurable and available." Measurable means the amount can be determined. Available means collectible within the current period or soon enough thereafter to pay current liabilities. All significant revenue sources are susceptible to accrual.

Expenditures in governmental fund types are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include: (1) accumulated unpaid vacation and sick pay which are not accrued, and (2) principal and interest on general long-term debt which is reported as expenditures in the year due.

The entity does not utilize encumbrance accounting.

- Supplemental Financial Information Statutory Basis. The supplemental financial information statutory basis has been prepared in conformity with the accounting practices prescribed by HUD, which differ from generally accepted accounting principles as follows:
 - a. Governmental fund accounting principles are not utilized.
 - b. Accounts receivable are stated without an allowance for doubtful accounts. Accounts are written off as collection losses only after the tenant has vacated the unit and the entity has taken reasonable actions to collect.

Notes to the Financial Statements (Continued) June 30, 1999

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

- c. Annual Contributions and subsidies earned and/or received from HUD are recorded as contributions to surplus and are not included in the Statement of Income and Expenses.
- d. Items of routinely recurring expenses are recognized when paid and are therefore not accrued.
- e. Premiums and/or discounts on bonds are recognized in income or expense in the year bonds are sold.
- f. The cost of accumulated unpaid vacation and sick leave is not accrued.
- g. Financial statement formats vary from GAAP.
- h. Expenditures under HUD's Public Housing Drug Elimination Program (PHDEP) are recorded on a project-life basis. Upon fulfillment of the grant agreement, noncapitalized expenditures are closed into surplus.
- i. The entity does not utilize encumbrance accounting.
- j. Expenditures under HUD's Comprehensive Improvements Assistance Program (CIAP) and Comprehensive Grant Program (CGP) and similar forerunner programs are fully capitalized, notwithstanding the fact that expenditures are normally a mixture of repairs, replacements and improvements. Consequently, some amounts represented as Fixed Assets may include costs substantially in excess of value.
- k. During project development, interest expenditures are capitalized under pre-1987 financing agreements. Post-1986 capital projects are being financed by grants from HUD. Consequently, there are no interest expenditures to capitalize. Subsequent to completion of Pre-1987 financed developments, interest expenditures are not accrued but are recognized when paid.

D. Budgetary Data.

- Budget Policy and Practice. The entity follows these procedures in establishing the budgetary data reflected in the financial statements:
 - a. The entity prepares annual budgets for each fund (except Debt Service Fund and the Capital Projects Fund). Prior to the beginning of each budget year, the entity's annual budget is approved by the entity's governing body. Budgetary amendments require approval by the governing body. Budget amounts shown in the financial statements are the final authorized amounts for the year. All budgetary appropriations lapse at the end of each fiscal year.
 - Budgets for the Capital Projects Fund are prepared on a project-life basis rather than on an annual basis and, therefore, have been omitted from the accompanying financial statements.
 - c. Budgets for the Debt Service Fund are not prepared inasmuch as all revenues and expenditures of this fund are controlled by and processed by HUD. The entity records Debt Service Fund transactions from documents supplied by HUD.
- 2. Encumbrances. Encumbrance accounting is not utilized by the entity.
- 3. <u>Budget Basis of Accounting</u>. The budgets are prepared on the statutory basis of accounting as prescribed by HUD.

E. Assets, Liabilities and Fund Equity.

- Cash and Cash Equivalents. The entity defines cash to include certificates of deposit, money market funds, savings accounts, demand deposits, and other short-term securities with maturities of three months or less. Consequently, the cost, carrying value, and market value are equivalent.
- 2. Investments. The entity defines investments to include certificates of deposit with maturities of greater than three months. Consequently, the cost, carrying value, and market value are equivalent.

Notes to the Financial Statements (Continued) June 30, 1999

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

3. Inventories. Inventories consists primarily of maintenance materials and supplies stated at cost, first-in first-out method.

F. Revenue, Expenditures and Expenses.

- Compensated Absences. Vested and earned vacation and sick leave are reported in the general long-term debt account group. No expenditure is reported for those amounts. No liability is recorded for nonvesting accumulating rights to receive sick pay benefits.
- 2. Income Taxes. The entity is not subject to federal or state income taxes.

NOTE 2 - DEPOSITS AND INVESTMENTS

A. Deposits

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 (FDIC) insurance. The entity's deposits are categorized to give an indication of the level of risk assumed by the entity at June 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. (This includes bank balances that are collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in the entity's name.)

Cash Deposits, categorized by level of risk, are:

				Ca	ategory	<u>,,,</u>	
E	Total Bank Balances		1	<u></u>	2		3
\$	170,752.00_	\$	170,752.00	\$.00	\$.00

B. <u>Investments</u>

Investing is performed in accordance with HUD regulations and State Statues. Funds may be invested in the following type of investments:

- 1. Direct obligations of the United States pledged by its full faith and credit
- 2. Obligations of Federal government agencies and government sponsored agencies
- 3. Demand, savings, money-market, certificates of deposit, and Super NOW deposits at commercial banks, mutual savings banks, savings and loan associations and credit unions provided that the entire deposit be insured by the FDIC or the National Credit Union Share Insurance Fund (NCUSIF) and any deposits in excess of insured amounts are adequately collateralized.
- 4. Certain municipal depositary funds and local government investment pools provided that all investments made by these funds or pools are on the HUD-approved list of investment securities. The entity must limit its investments in this category to no more than 30 percent of the entity's available investment funds.

Notes to the Financial Statements (Continued) June 30, 1999

NOTE 2 - DEPOSITS AND INVESTMENTS (Continued)

- 5. Repurchase agreements for a term of 30 days or less entered into with Federally insured depositary institutions for purchase and sale of securities identified in 1 and 2 above.
- 6. Certain no-load, open-end mutual funds investing in only HUD-approved investment securities. The entity must limit its investment in this category to no more than 20 percent of the entity's available investment funds.

The entity's investments are categorized to give an indication of the level of risk assumed by the entity at June 30, 1999. The categories are:

- Category 1 Insured or registered, with securities held by the entity or its agent in the entity's name
- Category 2 Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the entity's name
- Category 3 Uninsured and Unregistered, with securities held by the counterparty, or its trust department or agent but not in the entity's name

Investments, categorized by level of risk, are:

Types of Investments	1	2	3	Fair Value/ Carrying Value	Cost
Deposits at federally insured depositories	\$ 320,620.18	\$.00	\$.00	\$ 320,620.18	\$ 320,620.18

NOTE 3 - RESTRICTED CASH

Restricted cash consists of the following:

	Owned Housing
	Program
Debt Service Fund	\$ 2,499.20

NOTE 4 - INTERFUND RECEIVABLES AND PAYABLES

The following schedule as of June 30, 1999 represents interfund receivables and payables:

Fund Type	F	Interfund Payables		
Special Revenue:	<u></u> -		,	
Owned Housing	\$	68,954.26	\$.00
PHDEP		.00		13,453.94
Capital Projects		.00		55,500.32
Total	\$	68,954.26	\$	68,954.26

Notes to the Financial Statements (Continued) June 30, 1999

NOTE 5 - FIXED ASSETS

Changes in fixed assets are as follows:

	Beg. of Period	Additions	Deletions	End of Period
Land, land impvts. Building Equipment Const. in progress Total	\$ 718,449.34	\$.00	\$.00	\$ 718,449.34
	4,919,674.98	1,573,396.00	.00	6,493,070.98
	315,972.40	23,105.00	16,683.55	322,393.85
	1,772,019.53	283,428.67	1,573,396.00	482,052.20
	\$ 7,726,116.25	\$ 1,879,929.67	\$ 1,590,079.55	\$ 8,015,966.37

Construction in progress is composed of expenditures related to major renovation of certain buildings owned by the entity, said renovation having a planned total cost of \$705,525.00 to be fully financed by grants from HUD.

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 federal government and to protect other interests of the federal government.

NOTE 6 - FIXED LIABILITIES

Fixed liabilities consist of the following:

ed liabilities consist of the following.	Interest Rate	Principal Balance
Payroll related costs HUD notes payable Bonds payable, May 1, 1964 series Bonds payable, May 1, 1971 series Total	various 3.375% 5.000%	\$ 25,101.79 1,646,254.67 211,713.26 1,186,213.35 \$ 3,069,283.07

HUD notes payable are held and guaranteed by HUD. Under provisions of the federal Debt Forgiveness Act of 1985, these notes and accrued interest on these notes are to be forgiven by HUD. Timing of this action is uncertain.

The bonds mature in series annually in varying amounts with the final maturity date in 2012. All required debt service to maturity on the bonds, including principal and interest, is payable by HUD under a debt service contract with the entity.

Changes in fixed liabilities are as follows:

Citatiges in lixed liabili	ilies ai	FFB Notes	HUD Notes	Bonds	Pa	yroll Related Costs
Bal., beg. of period Principal retirement	\$	45,060.58 (45,060.58) .00	\$ 1,646,254.67 .00 .00	\$ 1,493,489.08 (95,562.47) .00	\$	22,207.48 .00 2,894.31
Net Change Bal., end of period	\$.00	\$ 1,646,254.67	\$ 1,397,926.61	\$	25,101.79

Scheduled retirements of fixed liabilities are as follows:

	Bonds	Interest	Total
Within first year Within second year Within third year Within fourth year Within fifth year Thereafter	\$ 100,331.03	\$ 66,455.99	\$ 166,787.02
	103,819.18	61,996.45	165,815.63
	110,604.05	57,329.73	167,933.78
	113,356.29	52,389.30	165,745.59
	118,860.76	47,311.26	166,172.02
	850,955.30	194,707.06	1,045,662.36

Notes to the Financial Statements (Continued) June 30, 1999

NOTE 7 - RETIREMENT PLAN

The entity provides pension benefits for all of its full-time employees through the Housing Renewal and Local Agency Retirement Plan (the "Plan"). The Plan is a single-employer defined contribution plan and is administered by the Housing Authority of the Town of Ruston. The Plan was established October 1, 1979 and is authorized and may be amended by the entity's Board of Commissioners.

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 month exclusionary period. The employee contributes 6% and the entity contributes 8.5% 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 June 30, 1999—was \$325,503.90. The entity's contributions were calculated using the base salary amount of \$299,467.72. Contributions to the plan were \$17,968.06 and \$25,454.76 by the employee and the entity, respectively.

NOTE 8 - COMMITMENTS

Commitments arise primarily from construction in progress. Commitments at June 30, 1999 are composed of the following:

	 Project Authorization	Expended to une 30, 1999	(Commitment
CGP 705-97 CGP 706-98	\$ 343,671.00 361,854.00	\$ 343,671.00 138,381.20	\$.00 223,472.80
Total	\$ 705,525.00	\$ 482,052.20	\$	223,472.80

All project funds are provided by grant from HUD, therefore no additional funding is required to satisfy outstanding commitments at June 30, 1999.

NOTE 9 - CONTINGENCIES

The entity is subject to possible examinations made 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 refunds by the entity to federal grantors and/or program beneficiaries.

COMBINING STATEMENTS

Combining Balance Sheet - All Special Revenue Funds June 30, 1999

		Owned Housing FW-1074		PHDEP FW-1074	 Totals
Assets and Other Debits					
Assets:					
Cash	\$	146,342.28	\$	-	\$ 146,342.28
Investments		320,620.18		-	320,620.18
Receivables:		07.00			07.00
Accounts		97.33		42 452 04	97.33
Other governments		1,626.50		13,453.94	15,080.44
Other Due from other funds		1,702.25 68,954.26		-	1,702.25 68,954.26
Accrued interest receivable		7,331.23		-	7,331.23
Inventories		23,028.23		-	23,028.23
Prepaid items		34,688.28		_	34,688.28
		<u> </u>		 _	 <u> </u>
Total Assets and Other Debits	<u>\$</u>	604,390.54	\$	13,453.94	\$ 617,844.48
Liabilities, Equity, and Other Credits Liabilities: Accounts payable: Trade Payroll taxes withheld and accrued Security deposits Due to other funds Accrued PILOT	\$	29,036.31 6,194.06 29,935.06 - 160,501.69	\$	- - 13,453.94 -	\$ 29,036.31 6,194.06 29,935.06 13,453.94 160,501.69
Total liabilities		225,667.12		13,453.94	 239,121.06
Equity and Other Credits: Fund balances:					
Reserved for prepaids		34,688.28		-	34,688.28
Reserved for inventories		23,028.23		-	23,028.23
Unreserved, undesignated		321,006.91			 321,006.91
Total Equity and Other Credits	 -	378,723.42		_ _	 378,723.42
Total Liabilities, Equity and Other Credits	\$	604,390.54	\$	13,453.94	\$ 617,844.48

The accompanying notes are an integral part of the financial statements.

Combining Statement of Revenue, Expenditures, and Changes in Fund Balances All Special Revenue Funds Year Ended June 30, 1999

	Owned Housing FW-1074	PHDEP FW-1074	Totals
Revenues: Rents Charges for services Operational subsidies/grants	\$ 488,151.83 97,059.59 257,890.00	18,318.29	488,151.83 97,059.59 276,208.29
Interest Miscellaneous	19,520.70 7,483.23		19,520.70 7,483.23
Total Revenues	870,105.35	18,318.29	888,423.64
Expenditures Current:			
Administrative salaries	97,553.31	-	97,553.31
Professional fees Staff training	7,307.50 4,580.00	•	7,307.50 4,580.00
Travel	6,419.09	_	6,419.09
Sundry administration	27,991.48	_	27,991.48
Tenant services	114.60	18,318.29	18,432.89
Utilities	172,331.52	-	172,331.52
Maintenance salaries	139,999.12	_	139,999.12
Maintenance materials	60,911.49	-	60,911.49
Other maintenance costs	44,213.64	-	44,213.64
Insurance	60,016.18	-	60,016.18
PILOT	35,605.00	-	35,605.00
Employee benefits	92,200.23	-	92,200.23
Collection losses	7,210.43	-	7,210.43
Miscellaneous	450.05	-	450.05
Capital Expenditures:	23,105.00		23,105.00
Total Expenditures	780,008.64	18,318.29	798,326.93
Excess of Revenues (over) (under) Expenditures	90,096.71	-	90,096.71
Fund Balance, beginning of period	288,626.71		288,626.71
Fund Balance, end of period	\$ 378,723,42	\$	\$ 378,723.42

The accompanying notes are an integral part of the financial statements.

SUPPLEMENTAL FINANCIAL INFORMATION - STATUTORY BASIS

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Balance Sheet - Statutory Basis June 30, 1999

Annual Contributions Contract FW-1074

<u>Assets</u>

Cash-checking and on hand Investments Accounts receivable-tenants Accounts receivable-HUD Accounts receivable-other Prepaid insurance Materials inventory (FIFO cost) Debt amortization funds Public housing drug elimination program Fixed assets Total Assets	\$ 146,342.28 327,951.41 97.33 1,626.50 1,702.25 34,688.28 23,028.23 168,930.23 258,318.29 8,015,966.37 \$ 8,978,651.17
Liabilities and Surplus	
Tenants' security deposits Accounts payable-other Accrued and withheld payroll taxes Accrued PILOT Accrued interest Fixed liabilities	\$ 29,935.06 29,036.31 6,194.06 160,501.69 11,076.00 3,044,181.28
Total liabilities	3,280,924.40
Surplus	5,697,726.77
Total Liabilities and Surplus	\$ 8,978,651.17

Statement of Income and Expenses - Statutory Basis Owned Housing Program Year Ended June 30, 1999

Operating income Dwelling rental Excess utilities Nondwelling rental Interest on general fund investments Other Income	\$	487,228.33 69,546.19 923.50 19,520.70 27,513.40
Total operating income		604,732.12
Operating Expenses Administration Tenant services Utilities Ordinary maintenance and operations General expense Nonroutine maintenance		143,851.38 114.60 172,331.52 245,124.25 195,481.89 (150.00)
Total operating expenses		756,753.64
Net operating income (loss) before other items		(152,021.52)
Other charges (credits) Interest expense Prior year adjustments affecting residual receipts Prior year adjustments not affecting residual receipts Loss from disposition of equipment		70,992.24 (45,582.21) 20,158.43 16,300.55 61,869.01
Total other charges (credits) Net Income (Loss)	<u> </u>	(213,890.53)
	<u> </u>	

Analysis of Surplus - Statutory Basis June 30, 1999

Unreserved surplus Balance per 6-30-98 audit Prior audit AJEs subsequently booked Net income (loss) FYE 6-30-99 OR provision FYE 6-30-99	\$ (5,232,804.14) (13,936.90) (213,890.53) (130,251.95)
Balance at 6-30-99	(5,590,883.52)
Reserved Surplus Balance per 6-30-98 audit OR provision FYE 6-30-99	249,994.73 130,251.95
Balance at 6-30-99	380,246.68
Cumulative contributions from HUD Balance per 6-30-98 audit Contribution FYE 6-30-99 Operating subsidy FYE 6-30-99 Balance at 6-30-99	8,229,576.24 166,431.03 257,890.00 8,653,897.27
Grants from HUD Balance per 6-30-98 audit Grants FYE 6-30-99 PHDEP subsidy FYE 6-30-99	1,995,537.16 244,410.72 4,864.35
Balance at 6-30-99	2,244,812.23
Cumulative donations Balance per 6-30-98 and 6-30-99 audit	9,654,11
Total Surplus	\$ 5,697,726.77

Computation of Residual Receipts and Accruing Annual Contributions Owned Housing Program Year Ended June 30, 1999

Computation of Residual Receipts Operating receipts		
Operating income	\$	604,732.12
Proceeds, personal property sale		383.00
HUD operating subsidy		257,890.00
Prior year adjustments affecting residual receipts		45,582.21
Total operating receipts		908,587.33
Operating expenditures		
Operating expenses		756,753.64
Capital expenditures	-	23,105.00
Total operating expenditures	-	779,858.64
Residual Receipts before provision for reserve, per audit		128,728.69
Audit adjustments (backed out)		1,523.26
Residual Receipts before provision for reserve, per PHA		130,251.95
Provision for operating reserve		(130,251.95)
Residual receipts per PHA	<u>\$</u>	(0.00)
Computation of Accruing Annual Contributions		
Fixed annual contributions*	\$	166,704.74
Less interest savings	<u></u>	(273.71)
Total annual contribution accrued		166,431.03
Less amount available for reduction of annual contribution - Residual Receipts above		(0.00)
Accruing annual contribution	\$	166,431.03

^{*} Subject to adjustment by HUD.

Schedule of Modernization Costs - Uncompleted June 30, 1999

	Proj	ect #705-97	Pro	oject #706-98	 Total
Funds approved Funds expended	\$ 	343,671.00 343,671.00	\$	361,854.00 138,381.20	\$ 705,525.00 482,052.20
Excess of funds approved	<u>\$</u>	<u>-</u>	<u>\$</u>	223,472.80	\$ 223,472.80
Funds advanced Funds expended	\$	327,708.43 343,671.00	\$	98,843.45 138,381.20	\$ 426,551.88 482,052.20
Excess (deficiency) of funds advanced	<u>\$</u>	(15,962.57)	\$	(39,537.75)	\$ (55,500.32)

Schedule of PHDEP Costs June 30, 1999

		 PHDEP 97	 PHDEP 98	-	Total
1.	Funds approved Funds expended	\$ 116,308.00 13,098.29	\$ 90,000.00 5,220.00	\$	206,308.00 18,318.29
	Excess of funds approved	\$ 103,209.71	\$ 84,780.00	\$	187,989.71
2.	Funds advanced Funds expended	\$ 4,864.35 13,098.29	\$ 5,220.00	\$ —	4,864.35 18,318.29
	Excess (deficiency) of funds advanced	\$ (8,233.94)	\$ (5,220.00)	\$	(13,453.94)

Analysis of General Fund Cash Balance June 30, 1999

Annual Contributions Contract FW-1074

Assets and Other Items

Cash-checking and on hand Investments Adjustment for CIAP/CGP funding Adjustment for PHDEP funding Accounts receivable-tenants Accounts receivable-HUD Accounts receivable-other Prepaid insurance Materials inventory	\$	146,342.28 327,951.41 55,500.32 13,453.94 97.33 1,626.50 1,702.25 34,688.28 23,028.23
Total	\$	604,390.54
Liabilities, Reserves, and Other Items Tenants' security deposits Accounts payable-other Accrued and withheld payroll taxes	\$	29,935.06 29,036.31 6,194.06
Accrued PILOT Operating reserve per PHA		160,501.69 380,246.68
Adjustments affecting Operating Reserve (backed out)	_	(1,523.26)
Total	\$	604,390.54

Owned Housing Program

Adjusting Journal Entries June 30, 1999

	Acct. # for audit report	Acct. # for posting by PHA	Debit	Credit
(1)			- 	
A/P-Vendors & Contracts	2111	2111		\$ 262.34
Federal Income Tax Withheld	2117.1	2117.1	\$ 13,601.67	
Medicare Taxes Withheld	2117.2	2117.2	19,043.75	
Payroll Tax Deposit	2117.21	2117.21	4,453.78	
State Income Tax Withheld	2117.25	2117.25		40,523.83
State Income Tax W/H Deposits	2117.3	2117.3	3,088.07	
Hospital Ins. Withheld	2117.301	2117.301		3,088.13
Louisiana SUTA Payable	2117.5	2117.5	4,675.32	
Louisiana SUTA Deposits	2117.8	2117.8	159.33	
Employee Benefits	2117.9	2117.9		159.33
Adjust payroll tax liability accounts to amounts per audit.	4540	6010		988.29
(2)				
A/R Farmerville	1129	po	1,702.25	
PHDEP	9120		764.00	
98 CGP	98-1460		1,223.39	
Maintenance Contract Costs	4430		374.03	
Maintenance Materials	4420		316.40	
Water	4310	NOT	2,271.39	
Electricity	4320		13,342.56	
Other Utilities	4390		6,752.04	
Employee Benefit Contrib.	4540		1,946.03	
Other General Expenses	4590		81.88	
Accounts Payable	2111	BOOK		28,773.97
Records accounts payable at June 30, 1999.				•
(3)				
Accrued Interest Receivable	1145	1145	7,331.23	
Investments	1162	1162		4,020.52
Investments	1162.1	1162.1	21,122.37	
Interest Income Record interest earned on invest.	3610	6010		24,433.08
(4)				
Cumulative HUD Contributions	2840	2840	48,034.60	
Interest Payable - Bonds	2133	2133	630.00	
Debt Service Fund	1171	1171		630.00
HUD Annual Contribution Rec. To correct annual contribution for FFB notes paid off and to adjust interest payable to actual.	1176	1176		48,034.60

SUPPLEMENTAL FINANCIAL INFORMATION - FEDERAL AWARDS

Housing Authority of the Town of Ruston Ruston, Louisiana

Schedule of Expenditures of Federal Awards Year Ended June 30, 1999

				palance			Dalance
			Current Year	Beginning of	Grant		End of Year
	Grant	Federal	Program	Year - Cash/	Receipts or	Grant	Cash/
	Ō	CFDA	or Award	Receivable/	Revenue	Disbursements/	Receivable
Federal Grantor/Program Title	Number	Number	Amount	(Payable)	Recognized	Expenditures	(Payable)
J.S. Department of Housing and Urban Development	oment						
Direct Programs:	EW 4074	7.4 850	\$ 257 800 00	€	# 257 800 00	\$ 257 900 00	€
Low Income Flousing - Operang substay	t /0 - ^ L	14.000	00.080,162 6	1 9	00.080,162 ¢	00.080,702 ¢	۱ ۵
PHDEP Subsidy	FW-1074	14.854	18,318.29	•	4,864.35	18,318.29	13,453.94
Comprehensive Grant	FW-1074	14.859	ന	16,482.37	244,410.72	283,428.67	55,500.32
ota! HUD and Grand Total			\$ 638,062.29	\$ 16,482.37	\$ 507,165.07	\$ 559,636.96	\$ 68,954.26

statement. Financial Statements for a discussion of accounting principles applied to this See Note 1 to

See Notes to Financial Statements.

SUPPLEMENTAL FINANCIAL INFORMATION GASB REQUIRED INFORMATION

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Year 2000 Supplementary Information June 30, 1999

GASB Technical Bulletin No. 98-1 requires certain information to be disclosed regarding the impact of the Year 2000 (Y2K) on the processing of date dependent information by the computerized information systems being utilized by governmental entities.

GASB Technical Bulletin No. 99-1 further expounded on the disclosure requirements and methods of reporting. The disclosures that follow are intended to comply with these requirements:

It appears that the Housing Authority of the Town of Ruston has addressed the potential impact of the Year 2000 (Y2K) on the processing of date-dependent information by the computerized information systems being utilized by the Authority. The PHA is in the implementation stage of compliance. All application software, operating systems, and computer hardware appear to be Y2K compliant. The Y2K Issue is the result of computer programs being written using two digits (rather than four) to define a year. This could result in miscalculations or system failures. No significant additional costs will be required to make computer systems and other equipment Y2K compliant.

NON-FINANCIAL SECTION



C. Mark VanRheenen, CPA Steaven E. Miller Jr., CPA L. Scott Rose, CPA

1309 E. Race Avenue • Searcy, Arkansas 72143 • (501) 268-8356 • Fax 268-9362

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

Board of Commissioners
Housing Authority of the Town of Ruston
615 N. Farmerville St.
Ruston, LA 71270

We have audited the general purpose and combining financial statements of Housing Authority of the Town of Ruston as of and for the year ended June 30, 1999, and have issued our report thereon dated November 18, 1999. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether Housing Authority of the Town of Ruston's general purpose and combining financial statements are 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 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 that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Housing Authority of the Town of Ruston's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose and combining 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 intended for the information of the Board of Commissioners, management and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

November 18, 1999

Vanhhemm & Miller, Ltd.
VanRheenen & Miller, Ltd.
Certified Public Accountants



C. Mark VanRheenen, CPA Steaven E. Miller Jr., CPA L. Scott Rose, CPA

1309 E. Race Avenue • Searcy, Arkansas 72143 • (501) 268-8356 • Fax 268-9362

Report on Compliance with Requirements Applicable to Each Major Program and Internal Control Over Compliance in Accordance with OMB Circular A-133

Board of Commissioners
Housing Authority of the Town of Ruston
615 N. Farmerville St.
Ruston, LA 71270

Compliance

We have audited the compliance of Housing Authority of the Town of Ruston with the types of compliance requirements described in the <u>U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement</u> that are applicable to each of its major federal programs for the year ended June 30, 1999. Housing Authority of the Town of Ruston's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the authority's management. Our responsibility is to express an opinion on Housing Authority of the Town of Ruston's compliance based on our audit.

We conducted our audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States; and OMB Circular A-133, <u>Audits of States</u>, <u>Local Governments</u>, <u>and Non-Profit Organizations</u>. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Housing Authority of the Town of Ruston's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on Housing Authority of the Town of Ruston's compliance with those requirements.

In our opinion, Housing Authority of the Town of Ruston complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 1999.

Internal Control Over Compliance

The management of Housing Authority of the Town of Ruston is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered Housing Authority of the Town of Ruston 's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control 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 noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program 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 compliance and its operation that we consider to be material weaknesses.

This report is intended for the information of the Board of Commissioners, management and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

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VanRheenen & Miller, Ltd.
Certified Public Accountants

November 18, 1999

Housing Authority of the Town of Ruston Schedule of Findings and Questioned Costs Year Ended June 30, 1999

A. SUMMARY OF AUDIT RESULTS

- 1. The auditors' report expresses an unqualified opinion on the general purpose and combining financial statements of Housing Authority of the Town of Ruston.
- No reportable conditions relating to the audit of the general purpose and combining financial statements
 are reported in the Report on Compliance and on Internal Control Over Financial Reporting Based on an
 Audit of General Purpose and Combining Financial Statements Performed in Accordance with
 Government Auditing Standards.
- No instances of noncompliance material to the general purpose and combining financial statements of Housing Authority of the Town of Ruston were disclosed during this audit.
- 4. No reportable conditions relating to the audit of the major federal award programs are reported in the Report on Compliance with Requirements Applicable to Each Major Program and Internal Control Over Compliance in Accordance with OMB Circular A-133.
- 5. The auditors' report on compliance for the major federal award programs for the Housing Authority of the Town of Ruston expresses an unqualified opinion.
- There are no audit findings relative to the major federal award programs for Housing Authority of the Town of Ruston reported in Part C. of this Schedule.
- The programs identified as major programs included: Public and Indian Housing Comprehensive Grant Program, CFDA #14.859
- 8. The threshold for distinguishing Types A and B programs was \$300,000.00.
- Housing Authority of the Town of Ruston was determined to be a low-risk auditee.

B. FINDINGS - FINANCIAL STATEMENTS AUDIT

None.

C. FINDINGS AND QUESTIONED COSTS-MAJOR FEDERAL AWARD PROGRAMS AUDIT

None.

Housing Authority of the Town of Ruston Summary Schedule of Prior Audit Findings Year Ended June 30, 1999

There were no prior audit findings.