

RECEIVED LECID: STORY

60 JUN - 1 AM 9:55

1 Fisher 00122.22 11 2:51

HOUSING AUTHORITY OF THE CITY OF LAFAYETTE LAFAYETTE, LOUISIANA

GENERAL PURPOSE FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS REPORTS AS OF AND FOR THE YEAR ENDED SEPTEMBER 30, 1999 WITH SUPPLEMENTAL INFORMATION SCHEDULES

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the early and other appropriate public officials. The the early 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_NUN_0_7_2000

WILLIAM DANIEL MCCASKILL, CPA A PROFESSIONAL ACCOUNTING CORPORATION

> 415 MAGNOLIA LANE MANDEVILLE, LOUISIANA 70471

------ · ·- ·- ·- ·- ·-

TABLE OF CONTENTS

INDEPENDENT AUDITOR'S REPORT ON GENERAL PURPOSE FINANCIAL STATEMENTS AND SUPPLEMENTARY SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

EXHIBITS---GENERAL PURPOSE FINANCIAL STATEMENTS

- A COMBINED BALANCE SHEET AT SEPTEMBER 30, 1999, ALL FUNDS
- B COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN RETAINED EARNINGS—ALL FUNDS FOR THE YEAR ENDED SEPTEMBER 30, 1999
- C COMBINED STATEMENT OF CASH FLOWS-ALL FUNDS
- D COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN RETAINED EARNINGS-BUDGET VS. ACTUAL

NOTES TO THE FINANCIAL STATEMENTS AND ACCOMPANYING INFORMATION

SUPPLEMENTARY INFORMATION SCHEDULES-GAAP BASIS

- I SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
- II COMBINING BALANCE SHEET-ALL FUNDS
- III COMBINING STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN RETAINED EARNINGS-ALL FUNDS

SUPPLEMENTARY INFORMATION SCHEDULES—STATUTORY BASIS

REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANICAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <u>GOVERNMENT AUDITING STANDARDS</u>

REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

SCHEDULE OF ADJUSTING JOURNAL ENTRIES

SCHEDULE OF CURRENT FINDINGS AND QUESTIONED COSTS

CORRECTIVE ACTION PLAN

.

-

--

WILLIAM DANIEL MCCASKILL, CPA A PROFESSIONAL ACCOUNTING CORPORATION

415 MAGNOLIA LANE MANDEVILLE, LOUISIANA 70471

TELEPHONE 504-845-7772 FAX 504-845-1313 CELLULAR 504-807-6498 E-MAIL MEMBER LOUISIANA SOCIETY OF CPA'S MISSISSIPPI SOCIETY OF CPA'S AMERICAN INSTITUTE OF CPA'S

INDEPENDENT AUDITOR'S REPORT UNQUALIFIED OPINION ON GENERAL PURPOSE FINANICIAL STATEMENTS AND SUPPLEMENTARY SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

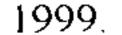
BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE CITY OF LAFAYETTE LAFAYETTE, LOUISIANA 70501

I have audited the accompanying general purpose financial statements of the HousingAuthority of the City of Lafayette (PHA) as of 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 PHA's management. My responsibility is to express an opinion on these general purpose financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States, and provisions of the Louisiana Governmental Audit Guide. Those standards required that I plan and perform the audit to obtain reasonable assurance about whether the general purpose 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 financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the general purpose financial statements referred to above present fairly in all material respects, the financial position of the Housing Authority of the City of Lafayette as of September 30, 1999, and the results of its operations and changes in its total equity for the year 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,



In accordance with <u>Government Auditing Standards</u>, I have also issued a report dated May 3, 2000 on my consideration of the PHA's internal control over financial reporting and my tests of its compliance with certain laws, regulations, contracts, and grants.

My audit was conducted for the purpose of forming an opinion on the general purpose financial statements of the PHA taken as a whole. The combining and individual fund financial statements and schedules, as well as the accompanying schedule of expenditures of federal awards and the Financial Data schedules (II and III) are presented for purposes of additional analysis as required by the 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 financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in my opinion, is fairly presented in all material respects in relation to the financial statements and any other included supplementary information taken as a whole.

This report is intended solely for the information and use of the Board of Commissioners of the PHA, and for filing with the Department of HUD and should not be used for any other purpose.

William Daniel McCaskill, CPA

A Professional Accounting Corporation

May 3, 2000

Housing Authority of the City of Lafayette COMBINED BALANCE SHEET -- ALL FUNDS September 30, 1999

...

- .

EXHIBIT A

ALL FUNDS

ASSETS Current assets:	
Cash and cash equivalents	1,560,065
Tenants rents receivable(net)	40,896
Accounts and notes receivables	516,973
Prepaid expenses and other assets	80,311
Inventories	10,991
Interprogram due from	1,162,084
Total current assets	3,371,320
Fixed assets (net)	4,291,149
Other assets	149.00
	~~ <i>~~~</i> ~~~~~
Total assets	7,662,618

LIABILITIES AND FUND EQUITY

Current liabilities: Accounts Payable and accrued liabilities Deferred revenues Current portion of long-term debt capital projects Security deposits Interprogram due to

Total current liabilities

Noncurrent liabilities: Noncurrent liabilities-other Noncurrent portion of long-term debt

Total liabilities

Fund equity: Contributed capital (net) Undesignated fund balance/retained earnings

Total fund equity

755,721

1,162,084

1,917,805

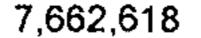
1,917,805

27,576,679 (21,831,866)

5,744,813



equity



22222222

see notes to financial statements

Housing Authority of the City of Lafayette COMBINING STATEMENT OF REVENUES, EXPENSE AND CHANGES IN RETAINED EARNINGS--ALL FUNDS For the year Ended September 30, 1999

- --

EXHIBIT B

	ALL FUNDS
Operating revenues:	
Net tenant revenue	838,251
Tenant revenue-other	119,420
Interest income	38,207
Other income	163,116
HUD PHA grants	3,378,497
Other government grants	
Total operating revenues	4,537,491
Operating expenses:	
Adminstration	1,092,921
Tenant services	127,905
Utilities	420,948
Ordinary maintenance	799,929
General expense	252,300
Protective services	
Non-routine maintenance	6,320
Housing assistance payments	1,944,469
Operating expenses before depreciation	4,644,792
Operating income/(loss) before depreciation	(107,301)
Depreciation expense	414,330
Net operating income/(loss) after depreciation	(521,631)
Total Equity 9-30-98	6,266,444
Net Operating deficit	(521,631)
Total Equity 9-30-99	5,744,813

see notes to financial statements

.

Housing Authority of the City of Lafayette COMBINING STATEMENT OF CASH FLOWS --- ALL FUNDS For the Year Ended September 30, 1999

EXHIBIT C page 1 of 2

ALL FUNDSCash flows from operating
activities:ALL FUNDSCash received from tenants957,671Cash received from other income163,116Cash paid for goods and services(3,854,403)Cash paid to employees(790,389)

Net cash provided by operating activities

Cash flows from noncapital financing activities: Operating grants and subsidies

3,378,497

(3,524,005)

Cash flows from capital and related financing activities:

Proceeds from grants Acquistion of capital assets Proceeds from issuance of notes Acquistion of capital assets

Net cash used for capital and related financing activities

Cash flows from investing activities: Interest on investments

38,207

see notes to financial statements

417,758 (417,758)

.

Housing Authority of the City of Lafayette COMBINING STATEMENT OF CASH FLOWS--ALL FLOWS For the Year Ended September 30, 1999

EXHIBIT C page 2 of 2

Reconciliation of operating income to net cash provided by operating activities:

Adjustments to reconcile operating income to net cash Net HUD-REAC Adjustments-Non Cash

(Increase) decrease in tenant rents receivable (Increase) decrease due from US Dept of HUD (Increase) decrease due in supplies inventory (Increase) decrease in prepaid assets (Increase) decrease in undistributed debits (Increase) decrease in accts receivable misc. Increase (decrease) in accounts pay other govts. Increase (decrease) in accounts payable and accrued liabilities Increase (decrease) in accounts payable HUD Increase (decrease) in accrued vacation pay Increase (decrease) in deferred revenues Increase (decrease) in tenant security deposits

(13,023.34)

76,406.22 95,243.00 1,062.69 (25, 291.78)14,841.90

(51, 106.94)

Total adjustments

Change in cash and equivalents Beginning Cash

Cash and cash equivalents end of year-Exhibit A

44,200.73 379,829.87 23,030.00 (1,720.61)436,170.74 328,869.74 1,231,195.26 1,560,065.00

======

- .

see notes to financial statements

-

EXHIBIT D

Housing Authority of the City of Lafayette Lafayette, Louisiana 70501 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN RETAINED EARNINGS-BUDGET VS. ACTUAL GENERAL FUND FOR THE YEAR ENDED SEPTEMBER 30, 1999 <u>مج جے لا چند نے بی اور میں مجمعہ محمد محمد محمد محمد ہے جو والے کا کا ہے ہے ہے۔</u>

OEVENUES	LOW RENT		Favorable
REVENUES	Budget	Actual	Variance
Local Sources:	939,960.00	957,671.00	17,711.00
Dweiting Rental	15,660.00	20,786.00	5,126.00
Interest Charges	10,000		,
Receipts from the Sale of Equipment	34,180.00	98,382.00	64,202.00
Other	04,100.00	00,002.00	
Federal Sources:	1,010,930.00	943,401.00	(67,529.00)
Operating Subsidy	1,010,930.00	343,401.00	(07,020.00)
Annual Contributions			
Grants	0 000 700 00	0.000.040.00	10 510 00
Total Revenues	2,000,730.00	2,020,240.00	19,510.00
EXPENDITURES	<u>■→</u> ↓ → → ↓ → → → → →		
Current:			
Administration	565,000.00	563,316.00	1,684.00
Utilities	491,970.00	420,948.00	71,022.00
Ordinary Maintenance & Operations	660,850.00	799,929.00	(139,079.00)
Tenant Services	92,000.00	127,905.00	(35,905.00)
General Expenditures	558,000.00	245,581.00	312,419.00
Extraordinary Maintenance	6,400.00	6,320.00	80.00
Housing Assistance Payments			
Facilities Acquisition & Construction			-
Debt Service:			
Principal Retirement			
Interest & Bank Charges	2,374,220.00	2,163,999.00	210,221.00
Total Expenditures	2,014,220.00		

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES OTHER FINANCING SOURCES (USES)

(373,490.00) (143,759.00) 229,731.00

•

see notes to financial statements

- - ·

THE HOUSING AUTHORITY OF THE CITY OF LAFAYETTE LAFAYETTE, LOUISIANA NOTES TO THE FINANCIAL STATEMENTS

Housing Authorities are chartered as a public corporation under the laws (LSA-RS) 40:391) of the State of Louisiana. for the purpose of providing safe and sanitary dwelling accommodations for the residents of the City of Lafayette, Louisiana. This creation was contingent upon the local governing body of the city or parish. The PHA is governed by a five member Board of Commissioners. The members, appointed by the Mayor, serve a four year staggered term.

Under the United States Housing Act of 1937, as amended, the US Department of HUD has direct responsibility for administering low rent housing programs in the United States. Accordingly, HUD has entered into an annual contributions contract with the PHA for the purpose of assisting the PHA in financing the acquisition, construction and leasing of housing units and to make annual contributions (subsidies) to the PHA for the purpose of maintaining this low rent character.

(1) Financial Reporting Entity

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

(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 HUD.

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 deleted outstanding debt owed to HUD, annual contributions and debt amortization funds receivable due from HUD, and close tem to HUD Capital Contributions.

The amount of the September 30, 1999 operating reserve becomes the beginning retained earnings. These is no cumulative effect on beginning retained earnings resulted from the accounting method change.

(3) Budgetary Data

The PHA is required by its HUD Annual Contributions Contract 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 PHA 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.

(5) <u>Tenant Receivables</u>

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

(6) <u>Compensated Absences</u>

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 entity's policy for deposits to be secured to be secured by collateral valued at market or par, which 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 agent, pledged to the PHA, but not in the PHA's name.

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

Category

Total		Cutogor	5
Bank Balances	<u> </u>	2	3
\$1,560,065	100,000		1,460,065

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities with 10 days of being notified by the PHA that the fiscal agent has failed to pay deposited funds upon demand.

NOTE C -- ACTIVITIES OF THE PHA

At September 30, 1999, the PHA was managing 572 units of low-rent under FW-1112, 416 units of certificates program under FW-2170, and 177 units of vouchers program under FW-2233.

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.

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	20 Years
Buildings	20 Years
Building improvements	10 Years
Nondwelling structures	20 Years
Equipment	3 to 7 Years

LOW RENT PROGRAM

	9-30-99 Cost	Current Depreciation	Prior Depreciation	Net
Land	\$572,000			572,000
Buildings	16,253,642	213,251	14,465,385	1,575,006
Equipment	468,976	43,827	266,645	158,504
	17,294,618	257,078	14,732,030	2,305,510

VOUCHERS PROGRAM

	9-30-99 Cost	Current Depreciation	Prior Depreciation	Net
Equipment	29,207	19,031	63	10,113
	29,207	19,031	63	10,113
EXISTING PROGRAM	9-30-99	Current	Prior	
Equipment	Cost 68,149	-	Depreciation 24,934	Net 37,246
	68,149	5,969	24,934	37,246

All land and building 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.

NOTE F --

This note is left blank intentionally.

NOTE G -- 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 employees contribute 5% and the entity contributes 8% 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 \$790,389. The entity's contributions were calculated using the base salary amount of \$790,389. Contributions to plan were \$39,519.45 and \$63,231.12 by the employee and the entity, respectively.

NOTE H -- 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.

NOTE I -- 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 J --- 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.

- -----

- -

-

.

Housing Authority of the City of LafayetteSCHEDULE ICity of Lafayette, LouisianaSCHEDULE OF EXPENDITURES OF FEDERAL AWARDSFor the year ended September 30, 1999

	CFDA	Federal Award
FEDERAL AGENCY:	NO.	Expenditures

U S Department of Housing and Urban Development Direct Programs:

Low Income Housing: Operating Subsidy Leased Development		943,401
Total Low Income Housing	14.850	943,401
Section 8 Cluster:		
Vouchers	14.855	629,892
Certificates	14.857	1,565,726
Moderate Rehabilitation	14.856	, ,
New Construction	14.182	
Substantial Rehabilitation	14.182	
Total Section 8 Cluster		2,195,618
Comprehensive Grants	14.859	617,618
CIAP	14.852	
Public Housing Drug Elimination Pro	gram:	
PHDEP	•	12,170
Youth Sports		
Total PHDEP	14.854	12,170
Shelter + Care	14.238	
HOPE	14.858	
HOME	14.239	
Child Care Food Program (USDA)	10.558	
PIH Grant		27,448
TOTAL FEDERAL EXPENDITUR	RES	3,796,255

NOTE: This schedule of expenditures of federal awards is prepared on the governmental GAAP enterprise method of accounting.

see notes to financial statements

COMBINING BALANCE SHEET-ALL FUNDS September 30, 1999				page 1 of ∠					
ASSETS: CURDENT ACCETC	Low Rent	Vouchers	 Certificates	СGР	PHDEP	PIH GRANT	BUSINESS ACTINITIES	CDBG	Total
Convertive About 10 Cash-unrestricted Cash-restricted-modernization and development	470,066		370,711				5,410		846,187 -
Cash-other restricted Cash-tenant security deposits Total Cash	43.534 513,600		370.711	ŀ	,	ſ	5,410		43,534
Accounts and notes receivable: Accounts receivable-PHA projects Accounts receivable-HUD other projects Accounts receivable-other governments Accounts receivable-other governments Accounts receivable-tenant dwelling rents Accounts receivable-tenant dwelling rents Allowance for doubtful accounts-dwelling rents Allowance for doubtful accounts-other Notes and mortgages receivable-current Fraud recovery	77,040 (36,144)	20,277	23,798	370,038	12,170	55,386		35,304	437,594 55,581 23,798 77,040 (36,144)
Allowance for doubtful accounts-fraud Accrued interest receivable Total Receivable,net of allowances for doubtful accounts	40,896	20,277	23,798	370,038	12,170	55,386		35,304	557,869
Current investments: investments-unrestricted investments-restricted	293,016		293,017				84,311		670,344
Prepaid Expenses and Other Assets Inventorities Interprogram Due From Amounts to be provied	56,380 10,991 491,332	7,180 670,752	16,751						80,311 10,991 1,162,084
TOTAL CURRENT ASSETS	1,406,215	698,209	704,277	370,038	12,170	55,386	89,721	35,304	3,371,320
NONCURRENT ASSETS: Fixed Assets: Land Buildings Furniture, Equipment & Machinery-Dwellings	572,000 16,253,642			2,074,799					- 572,000 18,328,441
Furniture, Equipment & Machinery-Adminstration	468,976	29,208	68,149						566,333
Leasenoid improvements Accumulated Depreciation Total Fixed Assets, Net of Accumulated Depreciation	(14,989,108) 2,305,510	(19,095) 10,113	(30,903) 37,246	127,982 (264,501) 1,938,280					127,982 (15,303,607) 4,291,149
Notes and mortgages receivable-noncurrent Notes and mortgages receivable-past due Other assets Undistributed debits Investments in joint ventures	149								, , , , , ,
TOTAL NONCURRENT ASSETS	2,305,659	10,113	37,246	1,938,280	•	·	3	•	- 4,291,298
TOTAL ASSETS	3,711,874	708,322	741,523	2,308,318	12,170	55,386	89,721	35,304	7,662,618
see notes to financial statements									

of 2

SCHEDULE II

page 1

Housing Authority of the City of Lafayette COMBINING BALANCE SHEET-ALL FUI September 30, 1999

- -

_-------

. .

September 30, 1999									
	Low Rent	Vouchers	Certificates	CGP	PHDEP	PIH GRANT	BUSINESS	CDBG	Total
LIABILITIES AND EQUITY: LIABILITIES: CURRENT LIABILITIES Bank overdraft									1 *
Accounts payable <=90 days	47,410		თ				90 [,] 085		137,504
Accrued wages payroli taxes payable	4,671								4671
Accrued compensated absenses Accrued comingency liability Accrued interest nevertle	23,030								23,030
Accounts payable-HUD PHA programs Accounts payable-PHA Projects	67,528	346,780	79,001						- 493,309
Accounts payable-other governments Tenant security deposits	53,672 43,535								53,672 43 535
Deferred revenues Current portion of L-T debt-capital projects Current portion of L-T debt-operating borrowings Other current liabilities									
ncorued liablinges-outer Inter-program-due to TOTAL CURRENT LIABILITIES	239,846	6,198 352,978	682,988 761,998	370,038 370,038	12,170 12,170	55,386 55,386	- 90,085	35,304 35,304	- 1,162,084 1,917,805
NONCURRENT LIABILITIES Long-term debt, net of current-capital projects Long-term debt, net of current-operating borrowings Noncurrent liabilities-other TOTAL NONCURRENT LIABILITIES TOTAL LIABILITIES	239,846	352,978	761,998	370,038	12,170	55,386	90 ['] 085	35,304	- - - 1,917,805
EQUITY Investment in general fixed assets Contributed Capital: Project notes (HUD) Long-term-HUD guaranteed Net HUD PHA contributions	3,698,291			035 280 t					3,698,291
Other contributions Total contributed capital	25,638,399			1,938,280					27,576,679
Reserved fund balance: Reserved for operating activities Reserved for capital activities Total reserved fund balance									
Undesignated fund balance/retained earnings TOTAL EQUITY TOTAL LIABILITIES AND EQUITY	(22,166,371) 3,472,028 3,711,874	355,343 355,343 708,321	(20,475) (20,475) 741,523	1,938,280 2,308,318	- 12,170	55,386	(363) (363) 89.722	35,304	(21,831,866) 5,744,813 7,662,618
see notes to financial statements									

	SON
ette	5
fay	Ę
Ĵ,	È
Å	μ̈́
0 g	ы С

SCHEDULE II

 \mathbf{N} 5

see notes to financial statements

Housing Authority of the COMBINING BALANCI September 30, 1999

.

- LIABILITIES AND EQUIT CURRENT LIABILITIES LIABIUTIES:
- Accounts payable <=90 d Accounts payable <=90 d Accounts payable >=50 d Accrued wages payrol! ta Accrued wages payrol! ta Accrued compensated ab Accrued interest payable Accounts payable-HUD P Accounts payable-HUD P Accounts payable-HUD P Accounts payable-HUD P Accounts payable-ether g Tenant security deposits Deferred revenues Current portion of L-T det Current portion of L-T det Other current liabilities Accude liabilities-other Bank overdraft

-

_____.

· - ----

·· · -

-

Total 838,251 119,420 957,671	38,207 38,207 163,116	4,537,491 4,537,491 305,225 9,895 9,895	122,426 680,883 680,883 8,399 8,417 175,827 9,6,304 175,827 9,6,704 175,827 166,844 166,844 166,844 166,844
Business Activities	2,168	66,902 31,602 482	9,512
P1H 77 448	044 044	27,448	27,448
PHDEP		12,170	12, 170

-- -

page 1 of 2

SCHEDULE III

CHANGE IN RETAINED EARNINGS-ALL FUNDS For the year ended September 30, 1999				
DEVENIE	Low Rent	Vouchers	Certificates	сср
Net tenant revenue	838,251			
Tenant revenue -other	119,420			
Total tenant revenue	957,671			
HUD PHA grants	943,401	629,892	1,565,726	199,860
Other government grants				
Investment Income-unrestricted	20,786	565	14,661	
Mortgege Interest income Ensist recrueix				
Other revenue	08 282			
Gain or loss of the sale of fixed assets	200'02			
Investment income-restricted				
TOTAL REVENUE	2,020,240	630,484	1,580,387	199,860
EXPENSES:				
Adminstrative:				
Administrative salaries	185,281		88.342	
Auditing fees	9,413			
Outside management fees				
Compensated absences	(25,508)			
Employee benefit contributions-administrative	86,090		26,824	
Other operating-adminstrative	308,040	52,488	56,978	199,860
Tenant services;				
Tenant services-salaries	82,610			
Relocation costs				
Employee benefit contributions-tenant services	36,896			
Tenant services-other	8,399			
Utilities:				
Water	148.417			
Electricity	175,827			
Gas	96,704			
Fuet				
Employee benefit commourants-unitates Other utilities expense				
Ordinary maintenance and operations:				
Ordinary maintenance and operations-labor	402,554			
Ordinary maintenance and operations-materials and other	46.051			
Undinary maintenance and operations-contract costs Employee benefit contributions-ordinary maintenance	166,844 184,480			
Protective services;				

Protective services-labor Protective services-other contract costs Protective services-other

Employee benefit contributions-protective services

see notes to financial statements

.

.

· ·-- · ·

3
q
$\mathbf{C}\mathbf{V}$
8
8

-

Total	140,549	53,671 58,080	 6,320	4,644,792	(107,301)	414,330 (521,631)	6,266,444 (521,631) 5 744,042	210 <u>44</u> 7,0
Business Activities	1,770			67,265	(363)	(363)	(363) (263)	(coc)
Hid				27,448	I	·	ь r	•
d 30Hd				12,170	F			•
CGP				199,860	•	132,251 (132,251)	2,070,531 (132,251)	007'0CE'1

4,949 Certificates 547,203 SCHEDULE III Vouchers 133,830 53,671 58,080 Low Rent Housing Authority of the City of Lafayette COMBINING STATEMENT OF REVENUES, EXPENSE AND CHANGES IN RETAINED EARNINGS-ALL FUNDS For the year ended September 30, 1999 payments Casualty loss-noncapitalized Other general expenses Payments in lieu of taxes Bad debt-tenant rents Bad debt-mortgages Insurance premiums Housing assistance General expenses: Fraud losses

(20,533) (20,475) 6,028 5,970 80 1,397,266 1,574,359 ß 343,581 11,762 355,343 30,793 11,762 599,691 19,031 (400,837) 3,872,865 (400,837) 3,472,028 (143,759) 257,078 6,320 2,163,999 OPERATING EXPENSES BEFORE DEPRECIATION NET OPERATING INCOME BEFORE DEPRECIATION Depreciation expense Net operating income (loss) after depreciation

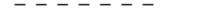
notes to financial statements

Net Operating Income/deficit this year Total Equity 9-30-99 Total Equity 9-30-98

see

· · · · **· - · · · · · · ·** · ·

. . ._ __ __ __ ._...



WILLIAM DANIEL MCCASKILL, CPA A PROFESSIONAL ACCOUNTING CORPORATION

415 MAGNOLIA LANE MANDEVILLE, LOUISIANA 70471

TELEPHONE 504-845-7772 FAX 504-845-1313 CELLULAR 504-674-6498 E-MAIL MEMBER LOUISIANA SOCIETY OF CPA'S MISSISSIPPI SOCIETY OF CPA'S AMERICAN INSTITUTE OF CPA'S

REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <u>GOVERNMENTAL AUDITING STANDARDS</u>

BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE CITY OF LAFAYETTE LAFAYETTE, LOUISIANA 70501

I have audited the financial statements of the Housing Authority of the City of Lafayette (PHA), as of and for the year ended September 30, 1999, and have issued my report thereon dated May 3, 2000. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Audit Standards, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the PHA's financial statements are free of material misstatement, I 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 my audit and accordingly, I do not express such an opinion. The results of my tests disclosed instances of noncompliance that are required to be reported under <u>Government Auditing Standards</u> which are described in the accompanying schedule of findings and questioned costs as item 99-1.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered the PHA's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, I noted certain matters involving the internal control over financial reporting and it's operating that I consider to be reportable conditions. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design of operation of the internal control over financial reporting that, in my judgment, could adversely affect the PHA's ability to record,

process, summarize and report financial data consistent with assertions of management in

the financial statements. Reportable conditions are described in the accompanying schedule of findings and questioned costs as in item 99-1.

A material weakness is a condition in which the design or cooperation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in the 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. My consideration of the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, of the reportable conditions described above, I consider item 99-1 a to be material weaknesses.

This report is intended for the information of the audit committee, management, and for HUD. However, this report is a matter of public record and its distribution is not limited.

May 3, 2000

William Daniel McCaskill, CPA A Professional Accounting Corporation

WILLIAM DANIEL MCCASKILL, CPA A PROFESSIONAL ACCOUNTING CORPORATION

415 MAGNOLIA LANE MANDEVILLE, LOUISIANA 70471

TELEPHONE 504-845-7772 FAX 504-845-1313 CELLULAR 504-807-6498 E-MAIL MEMBER LOUISIANA SOCIETY OF CPA'S MISSISSIPPI SOCIETY OF CPA'S AMERICAN INSTITUTE OF CPA'S

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 CITY OF LAFAYETTE LAFAYETTE, LOUISIANA 70501

Compliance

I have audited the compliance of the Housing Authority of the City of Lafayette (PHA) with the types of compliance requirements described in the <u>U.S. Office of Management</u> and <u>Budget (OMB) Circular A-133 Compliance Supplement</u> that are applicable to each of its major federal programs for the year ended September 30, 1999. The PHA'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 PHA's management. My responsibility is to express an opinion on the PHA's compliance based on my audit.

I conducted my 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, <u>Audits of States, Local Governments, and Non Profit Organizations</u>. Those standards and OMB Circular A-133 require that I 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 the PHA's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. I believe that my audit provides a reasonable basis for my opinion. My audit does not provide a legal determination on the PHA's compliance with those requirements.

As described in items 99-1a in the accompanying schedule of findings and questioned costs, the PHA did not comply with requirements regarding Reporting and Cash Management that are applicable to its Low Income Housing, Section 8 Program, Comprehensive Grants, PHDEP, and PIH Grants. Compliance with such requirements is

necessary, in my opinion, for the PHA to comply with requirements applicable to these programs.

In my opinion, except for the noncompliance described in preceding paragraph, the PHA 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 September 30, 1999.

Internal Control Over Compliance

The management of the PHA 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 my audit, I considered the PHA's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine my auditing procedures for the purpose of expressing my opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

I noted certain matter involving the internal control over compliance and its operation that I consider to be reportable conditions. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control over compliance that, in my judgment, could adversely affect the PHA's ability to administer a major federal program in accordance with applicable requirements of laws, regulations, contracts and grants. Reportable conditions are described in the accompanying schedule of findings and questioned costs as in item 99-1a.

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. My consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, of the reportable conditions described above, I consider item 99-1a to be material weaknesses.

This report is intended for the information of the audit committee, management, and HUD. However, this report is a matter of public record and its distribution is not limited.

William Daniel McCaskill, CPA

A Professional Accounting Corporation

THE HOUSING AUTHORITY OF LAFAYETTE LAFAYETTE, LOUISIANA

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

The following is a list of prior audit findings that have been corrected:

Finding 98-1 and 98-1a

The finding was that the PHA did not have a physical inventory balanced to the general ledger.

This finding is cleared.

Finding 98-2 and 98-2a

The finding was that the PHA overran it's operating budget. This finding is cleared.

· ····

· ··--.

HOUSING AUTHORITY OF THE CITY OF LAFAYETTE LAFAYETTTE, LOUISIANA

SCHEDULE OF AUDIT ADJUSTING JOURNAL ENTRIES FYE 9-30-99

	Acct #	Description	Debit		Credit			
	ADJUSTING JOURNAL ENTRY # 1							
		Compensated Absenses Expense		64 107 06	54,137.	25		
		Accrued Compensated Absenses Payable Fund Balance		54,137.25	54,137.	25		
		To reverse the PHA year end entry for compensate absenses.	d					
		Fund Balance		48,537.60				
	2139	Accrued Compensated Absenses Payable			48,537.	60		
		To record compensated absenses payable @ 9-30-9	8.					
		Accrued Compensated Absenses Payable		25,508.03				
		Compensated Absenses Expense Fund Balance			25,508. 25,508.			
		To record the change to accrued compensated absenduring the 9-30-99 fiscal year.	nses					
J	ADJUSTIN	NG JOURNAL ENTRY # 2						
		Operating Subsidy		67,529.00		- •		
		AP HUD Operating Reserve		67,529.00	67,529.	00		
	2020	Operating Reserve		07,029.00				
		To record the 9-30-99 mandatory PFS adjustment.						

-

ADJUSTING JOURNAL ENTRY # 3

2842	Fixed Asset Contributions HUD Interfund AR CGP 97	213,132.36	213,132.36
2842	Fixed Asset Contributions HUD Interfund AR CGP 98	147,137.74	147,137.74
2842	Fixed Asset Contributions HUD Interfund AR CGP 96	9,007.01	9,007.01
2842	Fixed Asset Contributions HUD Interfund AR CGP 94	750.65	750.65
2845	Grant Funds Earned PIH Interfund AR PIH	55,386.05	55,386.05
2847	Grant Funds Earned CDBG Interfund AR CDBG	35,303.80	35,303.80

To record the interfund balances due Low Rent at 9-30-99.

****PHA NOT TO RECORD THIS ENTRY****

ADJUSTING JOURNAL ENTRY # 4

2845 Grant Funds Earned PHDEP Interfund AR PHDEP

12,170.46

To record the interfund balances due Low Rent at 9-30-99.

****PHA NOT TO RECORD THIS ENTRY****

ADJUSTING JOURNAL ENTRY # 5

- ..

1176 HUD Annual Contributions Receivable 2810 Unreserved Surplus

378,821.83

378,821.83

12,170.46

To zero out account 1176.

ADJUSTING JOURNAL ENTRY # 6

1491	Accumulated Depreciation Accumulated Depreciation Fixed Asset Contributions HUD	670,307.35 1,754,142.00	2,424,449.35
	To reverse the PHA depreciation journal voucher at 9-30-99.		
1400.32	Development Costs Contra Development Costs Contra	853,403.47 955,749.93	
1400.34 1400.39	Development Costs Contra Development Costs Contra Development Costs Contra	2,277,913.00 6,031,465.00 3,131,199.33	
2842	Fixed Asset Contributions HUD		13,249,730.73

To zero out the Development Costs Contra Accounts.

ADJUSTING JOURNAL ENTRY # 7

	Equipment Fixed Asset Contributions HUD	468,976.37	468,976.37
	To record equipment per the PHA physical inventory at 9-30-99.		
1400	Depreciation Expense	43,827.24	42 027 24
	Accumulated Depreciation Fixed Asset Contributions HUD	43,827.24	43,827.24
	To record current year depreciation.		
	Fixed Asset Contributions HUD Accumulated Depreciation	266,645.29	266,645.29
	To record prior depreciation.		
ADJUSTIN	IG JOURNAL ENTRY # 8		
	Soft Costs Fixed Asset Contributions HUD	175,287.61	175,287.61
	To write off old fixed assets soft costs.		
	Fixed Asset Contributions HUD Accumulated Depreciation	14,465,385.27	14,465,385.27

To record prior depreciation for fixed assets.

Depreciation Expense1490 Accumulated Depreciation2842 Fixed Asset Contributions HUD

213,251.04

213,251.04

213,251.04

To record current depreciation.

· -· -

THE HOUSING AUTHORITY OF LAFAYETTE LAFAYETTE, LOUISIANA

SCHEDULE OF CURRENT AUDIT FINDINGS AND QUESTIONED COSTS

Per A-133, Section 505(d)

1. Summary Schedule of Auditors Results:

- i. The report includes an unqualified opinion on the financial statements.
- ii. Reportable conditions in internal controls found at the financial statement level were disclosed by the audit of the financial statements and were considered material weaknesses.
- iii. The audit disclosed noncompliance which is material to the financial statements.
- iv. Reportable conditions in internal control over major programs were disclosed by the audit.
- v. The compliance report issued for major programs was unqualified.
- vi. The report disclosed audit findings required to be reported under Section 510a of A-133.
- vii. All major programs have oversight by HUD and are identified as follows:
 - CFDA # Name of Program
 - 14.850 Low Income Housing
 - 14.855 Vouchers
 - 14.857 Certificates
- viii The dollar threshold used to distinguish between Type A and Type B programs was \$300,000.00.
- ix. The auditee was not considered a low risk audit

<u>2. Findings relating to the financial statements required to be</u> reported with GAGAS are as follows:

Finding Number 99-1 Statement of Conditions--The accounting department failed to perform appropriately as follows:

In converting from the HUD Regulatory basis of accounting (OCBOA) to the Governmental GAAP Enterprise Method of accounting, each and every converting journal voucher was incorrectly calculated and/or entered.

Some journal vouchers were not kept in hard copy version and those that were mostly lacking source documentation.

The operating subsidy as calculated by the PHA did not include the flood insurance reimbursement which amounts to approximately \$7,000.00 per year.

LOCCS draws for miscellaneous grants 1) did not have adequate source documentation attached, 2) were not filed in numerical order, and 3) were not bound.

Coded costs to grants in excess of funding for the CBDG program in the amount of \$35,303.80 and the PIH program in the amount of \$55,386.05.

Most vendor files were not in any order and not bound.

The accounting department did not properly close out the fiscal year end in a timely manner to allow for the audit to be completed in a timely manner.

Criteria--

Accounting staff should be capable of GAAP conversion. All journal vouchers and LOCCS draws should be kept in hard copy form, bound in numerical order with supporting documentation attached. The PHA should request all subsidy allowable. All costs coded to other programs should be within budgeted amounts. Vendor files should be kept bound and in numerical check order with source documentation attached. The accounting department should close the year end correctly and timely to allow for a timely audit.

The audit is late per State Law. This audit firm had to go to great lengths to satisfy ourselves that the financials are materially correct. This audit firm had to enter numerous audit adjusting journal entries to correct the general ledger. Cause--

The PHA accounting staff was inadequately trained in proper accounting methodology. The audit firm was, in no way, responsible for the audit being late.

PHA Response--We concur with this finding. We have replaced the entire accounting department and have hired consultants to ensure that all issues in this finding are corrected.

3. <u>Findings and questioned costs for Federal awards as defined in</u> <u>A-133, Section 510a, all with HUD oversight:</u>

Finding 99-la

- 1. Name of Program--This finding is entity wide. Programs include Low Rent, Certificates, Vouchers, CGP, and PHDEP. Identification Number--CFDA Title and Number--14.850, 14.857, 14.855, 14.859, and 14.854. Federal Award Number & Year--1999 Name of Federal Agency--HUD Name of Pass Through Entity--None
- 2. Criteria--

Accounting staff should be capable of GAAP conversion. All journal vouchers and LOCCS draws should be kept in hard copy form, bound in numerical order with supporting documentation attached. The PHA should request all subsidy allowable. All costs coded to other programs should be within budgeted amounts. Vendor files should be kept bound and in numerical check order with source documentation attached. The accounting department should close the year end correctly and timely to allow for a timely audit.

3. Condition--The accounting department failed to perform appropriately as follows:

In converting from the HUD Regulatory basis of accounting (OCBOA) to the Governmental GAAP Enterprise Method of accounting, each and every converting journal voucher was incorrectly calculated and/or entered.

Some journal vouchers were not kept in hard copy version and those that were mostly lacking source documentation.

The operating subsidy as calculated by the PHA did not include the flood insurance reimbursement which amounts to approximately \$7,000.00 per year.

LOCCS draws for miscellaneous grants 1) did not have adequate source documentation attached, 2) were not filed in numerical order, and 3) were not bound.

Coded costs to grants in excess of funding for the CBDG

program in the amount of \$35,303.80 and the PIH program in the amount of \$55,386.05.

Most vendor files were not in any order and not bound.

The accounting department did not properly close out the fiscal year end in a timely manner to allow for the audit to be completed in a timely manner.

- Amount of questioned costs and how they were computed --4. NONE
- The finding is entity wide in that the accounting 5. department serves all departments and programs.
- 6. Effect--

The audit is late per State Law. This audit firm had to go to great lengths to satisfy ourselves that the financials are materially correct. This audit firm had to enter numerous audit adjusting journal entries to correct the general ledger. The audit firm is, in no way, responsible for this audit being late.

- 7. Recommendations to prevent future occurrences of the finding include training staff in proper accounting methodology.
- PHA officials agree with the finding. 8.

.

THE HOUSING AUTHORITY OF LAFAYETTE LAFAYETTE, LOUISIANA

CORRECTIVE ACTION PLAN

Our corrective action plan is as follows:

Finding 99-1 and 99-1a

Contact Person Responsible for Action--Walter Guillory

Anticipated Completion Date--6-30-2000

Corrective Action Planned--We have already corrected many of the comments in this finding. The accounting department head has been replaced with an excellently trained staff member. We have 2 local consultants, one a CPA, who are assisting in re organizing the accounting department. We are considering retaining a PHA fee accountant to ensure that all Federal and State requirements are met. We are now filing all documentation in numerical order, bound and with source documentation attached.

· · · ·