# HOUSING AUTHORITY OF THE CITY OF BATON ROUGE BATON ROUGE, LOUISIANA

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# 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 entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date APR 12 2000

WILLIAM DANIEL MCCASKILL, CPA A PROFESSIONAL ACCOUNTING CORPORATION

> 415 MAGNOLIA LANE MANDEVILLE, LOUISIANA 70471

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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

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

CHANGE IN RETAINED EARNINGS-BUDGET VS. ACTUAL

FINANCIAL STATEMENTS AND ACCOMPANYING NOTES TO THE INFORMATION

SUPPLEMENTARY INFORMATION SCHEDULES—GAAP BASIS

- SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS 1
- Η COMBINING BALANCE SHEET-ALL FUNDS
- Ш COMBINING STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN RETAINED EARNINGS-ALL FUNDS
- COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND FUND IV **BALANCE-COMPREHENSIVE GRANT PROGRAM FUND**

SUPPLEMENTARY INFORMATION SCHEDULES—STATUTORY BASIS

V PHA'S STATEMENT AND CERTIFICATION OF ACTUAL COSTS

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

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#### 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-NONE

SCHEDULE OF CURRENT FINDINGS AND QUESTIONED COSTS

CORRECTIVE ACTION PLAN

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> 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 CITY OF BATON ROUGE BATON ROUGE, LOUISIANA 70806

I have audited the accompanying general purpose financial statements of the HousingAuthority of the City of Baton Rouge (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 Baton Rouge 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, 1999.

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In accordance with <u>Government Auditing Standards</u>, I have also issued a report dated February 14, 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, Audits of States, Local Governments, and Non Profit organizations, 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

February 14, 2000

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Housing Authority of the City of Baton Rouge COMBINED BALANCE SHEET --- ALL FUNDS September 30 1999

EXHIBIT A

#### ALL FUNDS

<u>ASSETS</u>	
Current assets:	
Cash and cash equivalents	628,465.00
Tenants rents receivable(net)	19,351.00
Accounts and notes receivables	475,890.00
Prepaid expenses and other assets	117,397.00
Inventories	56,257.00
Interprogram due from	440,977.00
Total current assets	1,738,337.00
Noncurrent assets:	
Fixed assets (net)	20,947,205.00
Undistributed debits	99,334.00
Total assets	22,784,876.00
	=======

#### 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** 

374,977.00 115,894.00 143,194.00 113,732.00 440,977.00 1,188,774.00

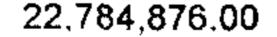
Fund equity: Contributed capital (net) Retained earnings

Total fund equity

20,870,116.00 611,462.00 21,481,578.00

#### Total liabilities and fund

equity



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#### see notes to financial statements

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

	ALL FUNDS
Operating revenues:	
Net tenant revenue	1,317,434.00
Tenant revenue-other	50,152.00
Interest income	23,364.00
Other income	149,857.00
HUD PHA grants	8,652,540.00
Other government grants	37,482.00

Total operating revenues

10,230,829.00

Operating expenses: Adminstration Tenant services

1,638,035.00

# EXHIBIT B

Housing assistance payments	5,945,039.00
Capital losses-noncapitalized	22,323.00
Extraordinary maintenance	40,314.00
General expense	532,485.00
Ordinary maintenance	1,334,697.00
Utilities	837,408.00

Operating expenses before depreciation

Operating income/(loss) before depreciation Depreciation expense Net operating income/(loss) after depreciation

Retained earnings (operating reserve), 9-30-98 Add: HUD-REAC prior year GAAP adjustments Operating income/(loss) before depreciation

Retained earnings (operating reserve), 9-30-99

10,524,559.00

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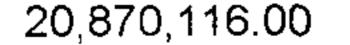
(293,730.00) 1,997,190.00 (2,290,920.00)

1,079,450.00 (174,258.00) (293,730.00)

611,462.00

Net HUD contribution, 9-30-98 Current year addition and REAC adjustments 20,412,039.00 458,077.00

#### Net HUD contribution, 9-30-99



21,481,578.00

## Total Equity, 9-30-99 see notes to financial statements

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

EXHIBIT C page 1 of 2

Cash flows from operating activities:

Cash received from tenants Cash received from other income Cash paid for goods and services Cash paid to employees

Net cash provided by operating activities

1,367,586.00 149,857.00 (8,968,925.00)(1,555,634.00)

(9,007,116.00)

Cash flows from noncapital financing activities:

Operating grants and subsidies

8,690,022.00

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Cash flows from capital and related financing activities:

Proceeds from grants Acquisition of capital assets Proceeds from issuance of notes Aquistion of capital assets

Net cash used for capital and related financing activities

Cash flows from investing activities: Interest on investments

522,151.00 (522, 151.00)143,194.00 (143, 194.00)

23,364.00

#### see notes to financial statements

Housing Authority of the City of Baton Rouge 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 Depreciation	174,254.00
(Increase) decrease in tenant	
rents receivable	(9,259.00)
(Increase) decrease due from US Dept of HUD	(147,296.00)
(Increase) decrease in supplies inventory	
(Increase) decrease in due from other govts.	(75,760.00)
(Increase) decrease in prepaid insurance	9,154.00
(Increase) decrease in undistributed debits	(66,969.00)
(Increase) decrease in accts receivable misc.	(3,645.00)
Increase (decrease) in accout pay other govts.	71,584.00
Increase (decrease) in accounts	
payable and accrued liabilities	4,379.35
Increase (decrease) in security deposits	13,046.00
Increase (decrease) in account payable HUD	(416,605.00)
Increase (decrease) in accrued	
vacation pay	137,043.00
Increase (decrease) in deferred revenues	(430,564.00)
Increase (decrease) in a/p noncurrent	(28,209.00)
Total adjustments	(768,846.65)
Change in cash and equivalents	(1,062,576.65)
Beginning Cash	1,691,041.65
Cash and cash equivalents end of year-Exhibit A	628,465.00 ======

see notes to financial statements

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a 70806 INT OF REVENUES, EXPENDITURES AND CHANGES IN THE YEAR ENDED SEPTEMBER 30, 1999	CHANGES IN RETAINED EARNINGSBUDGE	DGET VS. ACTUAL	#			
	LOW RENT	NT	Favorable	SPECIAL REVENUE	VENUE	Favorable
	Budget	Actual	Variance	Budget	Actual	Variance
	1,562,000.00	1,367,586.00	(194,414.00)		ſ	•
	22,859.00	4,324.00	(18,535.00)	•	19,040.00	19,040.00
	45,764.00	105,575.00	59,811.00	1	·	•
	1,552,636.00	1,552,636.00	I	7,887,016.00	6,656,687.00	(1,230,329.00)
	3,183,259.00	3,030,121.00	(153,138.00)	7,887,016.00	6,675,727.00	(1,211,289.00)
	634,500.00	722,250.00	(87,750.00)	795,588.00	397,622.00	397,966.00
	890,950.00	837,408.00	53,542.00	<b>J</b>		•
& Operations	1,055,020.00	1,334,697.00	(279,677.00)	•	1	
	57,370.00	34,437.00	22,933.00	I	139,821.00	(139,821.00)
	460,905.00	356,496.00	104,409.00	,	175,989.00	(175,989.00)
ĝ	20,000.00	40,314,00	9,686.00		·	ı
ayments		•		5,770,284.00	5,945,039,00	(174,755.00)
italized		22,323.00	(22,323.00)			
Construction	92,625.00	•	92,625.00	I	•	£
eS						
	3,241,370.00	3,347,925.00	(106,555.00)	6,565,872.00	6,658,471.00	(92,599.00)
)OF REVENUES OVER EXPENDITURES OURCES (USES)	(58,111.00)	(317,804.00)	(259,693.00)	1,321,144.00	17,256.00	(1,303,888.00)
GAAP adjustments	1	116,276.00	(116,276.00)	•	290,534,00	(285,336,00)
ENCY) OF REVENUES	(58,111.00)	(201,528.00)	(143,417,00)	1,321,144,00	(273,278,00)	(1.018,552.00)
S AT BEGINNING OF YEAR	554,678.00	554,678.00		428,126.00	428,126.00	
SAT END OF YEAR	496,567.00	353,150.00	(143,417.00)	1,749,270.00	154,848.00	(1,018,552.00)
see note	see notes to financial statements					

Housing Authorit of the City of Baton Rouge Baton Rouge, Louisiana 70806 COMBINED STATEMENT OF REVENUES, GENERAL FUND FOR THE YEAR ENDED Nonroutine Maintenance Housing Assistance Payn Capital losses-noncapitali Facilities Acquisition & Con Receipts from the Sale o Ordinary Maintenance & Interest & Bank Charges EXCESS(DEFICIENCY)C OTHER FINANCING SOL General Expenditures Annual Contributions Principal Retirement Total Expenditures **Operating Subsidy** Total Revenues Interest Charges **EXPENDITURES Dwelling Rental** Tenant services Federal Sources: Administration Local Sources: Debt Service: REVENUES Utilities Current: Grants Other

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HUD-REAC prior year GAP NET EXCESS (DEFICIENC RETAINED EARNINGS AT RETAINED EARNINGS AT -- - -

EXHIBIT D

#### THE HOUSING AUTHORITY OF THE CITY OF BATON ROUGE BATON ROUGE, 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 Baton Rouge, 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 of Baton Rouge, Louisiana, 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) <u>Change in Accounting Principle</u>

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

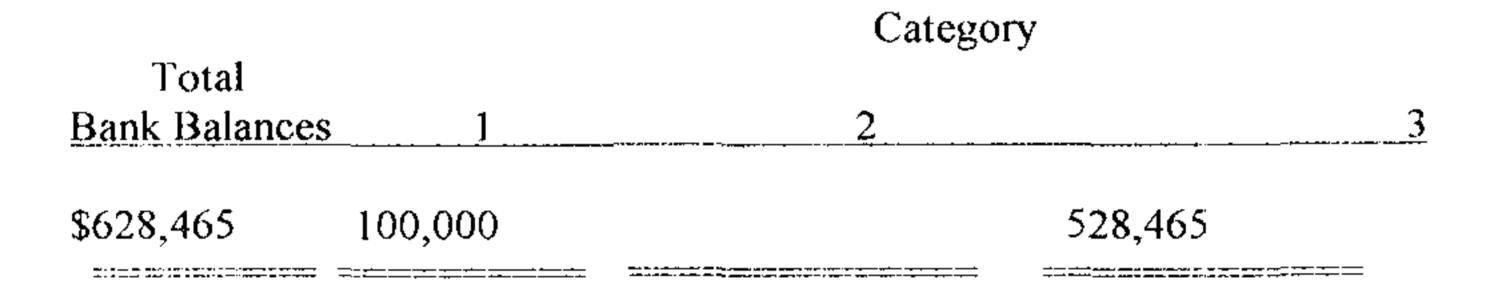
It is entity's policy for deposits to be secured to be secured by collateral valued at market or par, which is lower, less the amount of the Federal Deposit Insurance Corporation insurance. The entity's deposits are categorized to give an indication of the level of risk assumed by the entity at September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



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 1,326 units of low-rent in 16 projects under FW-1281, 521 units of vouchers program under FW-2216, 953 units of under FW-2059E under the existing program, 21 units under the moderate rehabilitation program FW-2059, CGP program, PHDEP program, Service coordinator program, and business activities. Business activities includes the operation of laundry facilities and the acquisition and renovation of a central office building.

### 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

	9-30-99 Cost	Current Depreciation	Accumulated Depreciation	9-30-99 Net
Land Buildings & Improvements Equipment	\$9,895,675 37,625,684 1,315,898	1,991,031 6,159	25,491,005 1,288,694	9,895,675 10,143,648 21,045
	\$48,437,254	1,997,190	26,776,699	20,063,365

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 -- LONG-TERM DEBT

As noted in Note A, long-term debt owed to HUD has been closed to HUD Capital Contributions.

#### 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 \$1,555,634. The entity's contributions were calculated using the base salary amount of \$1,555,634. Contributions to plan were \$77,781 and \$124,450.72 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 1 -- 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.

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Housing Authority of the City of Bate City of Baton Rouge, Louisiana SCHEDULE OF EXPENDITURES C For the year ended September 30, 1	OF FEDERAL AWARDS	SCHEDULE I
FEDERAL AGENCY:	CFDA NO.	Federal Award Expenditures
U S Department of Housing and Urb	oan Development Direct Pro	grams:
Low Income Housing: Operating Subsidy Leased Development		1,552,636
Total Low Income Housing	14.850	1,552,636
Section 8 Cluster: Vouchers Certificates Moderate Rehabilitation New Construction Substantial Rehabilitation Total Section 8 Cluster	14.855 14.857 14.856 14.182 14.182	1,925,991 4,434,142 61,630 6,421,763
Comprehensive Grants	14.859	751,170
CIAP	14.852	
Public Housing Drug Elimination Pro PHDEP Youth Sports	ogram:	178,349
Total PHDEP	14.854	178,349
Shelter + Care HOPE	14.238	
Service Coordinator	14.858 14.239	25.040
Child Care Food Program (USDA)	14.239	35,849
TOTAL FEDERAL EXPENDITUR		8,939,767

NOTE: This schedule of expenditures of federal awards is prepared on GAAP accounting.

#### see notes to financial statements

SCHEDULE II page 1 of 2

	Low Rent	Voucher	Mod Rehab	Existing	с С С	PHDEP	Business Activities	Service Coordinator	State Tutorial	Total
	632.00 - 113,732.00 114,364.00	119,182.00 63,039.00 202,221.00	76,467.00 76,467.00	180,464.00 31,485.00 211,949.00	. ,		23,464.00 23,464.00			400,209.00 114,524.00 113,732.00 628,465.00
rojects ment us us liing rents other es for doubtful accounts	26,073.00 75,760.00 197,679.00 25,777.00 (6,426.00) 318,863.00	79,532.00 16,308.00 - 95,840.00		15,617.00 38,847.00 54,464.00	11,628.00 	14,446.00 - 14,446.00				147,296.00 75,760.00 252,834.00 25,777.00 (6,426.00) 495,241.00
£	117,397.00 56,257.00 325,083.00 931,964.00	298,061.00	- - 76,467.00	- - 266,413.00	- 97,486.00 109,114.00	- - 14,446.00	- - 23,464.00		18,408.00	117,397.00 56,257.00 440,977.00 1,738,337.00
y-dwelkings y-adminstration ated depreciation	9,895,672.00 37,625,684.00 844,644.00 471,254.00 20,063,365.00			390,646.00 - - (390,646.00) -	, 560,647.00 1.00 1.00 (4.00) 660,646.00		223,194.00			9,895,672.00 38,509,525.00 844,645.00 861,901.00 11.00 (29,164,539.00) 20,947,205.00
see noles to finan	32,366.00 20,095,731.00 21,027,695.00 see notes to financial statements	298,061.00	- 76,467.00	66,968.00 66,968.00 333,381.00	- 660,646.00 769,760.00	- 14,446.00	223,194.00 246,658.00	r 1	, 18,408.00	99,334.00 21,046,539.00 22,784,876.00

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Rouge	FUNDS
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Accounts and notes receivables: Accounts receivable-HUD other project Accounts receivable-other governmen Accounts receivable-miscellaneous Accounts receivable-tenants dwelling Allowance for doubtful accounts-other Total receivables, net of allowances for Furniture, equipment & machinery⊰ Furniture, equipment & machinery-∉ Leasehold improvements Prepaid expenses and other assets Lease we merce depreciation Accumulated depreciation Totai fixed assets, net of accumulate Housing Authority of the City of Bat COMBINING BALANCE SHEET -- A Other non-current assets: Undistributed debits TOTAL NONCURRENT ASSETS Cash-unrestricted Cash-other restricted Cash-tenants security deposits Interprogram-due from TOTAL CURRENT ASSETS Leasehold improvements NONCURRENT ASSETS: CURRENT ASSETS: Current investments: September 30, 1999 TOTAL ASSETS Fixed assets: Investments Inventories Total cash Buildings ASSETS Cash: Land ·· --· - ·

SCHEDULE || page 2 of 2

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	Low Rent	Voucher	Mod Rehab	Existing	GGP	PHDEP	Business Activities	Service Coordinator	State Tutorial	Total
ole	88,400.00 27,225.00			1.00						88,401.00 27,225.00
grams ent	137,043.00 71,584.00	1 8	32,720.00	18,003.00						137,043.00 50,724.00 71,584.00
l projects	113,732.00		• •	, ,	97,486.00		- 		18,408.00	113,732.00 115,894.00 143,104.00
•	115,894.00 553,878.00	98,530.00 98,531.00	32,720.00	200,479.00 218,483.00	11,628.00 109,114.00	14,446.00 14,446.00	143, 194,00		18,408.00	440,977.00 1,188,774.00
ŝ	• •	83,039.00 83,039.00		31,485.00 31,485.00	11	• •			• •	114,524.00 114,524.00
	553,878.00	181,570.00	32,720.00	249,968.00	109,114.00	14,446.00	143,194.00	,	18,408.00	1,303,298.00
	•	ı	ı		·	•	•		•	•
ied earnings	20,120,667.00 20,120,667.00 353,150.00 20,473,817.00	78,101.00 78,101.00 38,390.00 116,491.00	10,702.00 10,702.00 33,045.00 43,747.00	- 83,413.00 83,413.00	660,646.00 660,646.00 -		103,464.00 103,464.00	ŀ		20,870,116.00 20,870,116.00 611,462.00 21,481,578.00
21,027,69 see notes to financial statements	21,027,695.00 Il statements	298,061.00	76,467.00	333,381.00	769,760.00	14,446.00	246,658.00	•	18,408.00	22,784,876.00

aton Rouge -ALL FUNDS

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Nousing Authority of the City of Bal COMBINING BALANCE SHEET/ September 30, 1999	LABILITIES AND EQUITY:
Sept 7	

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Accrued wage/payrol! taxes payable Accrued compensated absences Accounts payable-HUD PHA Program Accounts payable-other government Accounts payable-other government Tenant security deposits Current portion of L-T debt-capital p interprogram-due to TOTAL CURRENT LIABILITIES • 5 Accounts payable Current Liabilities Deferred revenue

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NONCURRENT LIABILITIES: Noncurrent liabilities-other TOTAL NONCURRENT LIABILITIES

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TOTAL LIABILITIES

EQUITY:

Investment in general fixed assets

Contributed Capital: Net HUD PHA contributions Total contributed capital Undesignated fund bafance/retained e TOTAL EQUITY

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TOTAL LIABILITIES AND EQUITY

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"Baton Rouge REVENUES, EXPENSE AND ININGS-ALL FUNDS				SCHEDULE III page 1 of 2						
	Low Rent	Vouchers	Mod Rehab	Existing	Ъ	PHDEP	Business	Service	State .	Total
72	1,317,434.00 50,152.00 1,367,586.00 1,552,636.00 4,324.00	2,169,029.00 3,667.00	73,910.00 177.00	4,413,748.00 15,196.00	229,019.00	178,349.00	ACTIVITIES	Coordinator 35,849.00	Intorral	1,317,434.00 50,152.00 1,367,586.00 8,652,540.00 23,364.00
	105,575.00 3,030,121.00	2,172,696.00	74,087.00	4,428,944.00	229,019.00	178,349.00	44,282.00	35,849.00	37,482, <b>3</b> 0 37,482.00	37,482.00 149,857.00 10,230,829.00
s-admin	485,021.00 5,292.00 83,503.00 148,434.00	76,947.00 3,829.00 9,382.00 42,276.00	2.00	152,639.00 7,774.00 18,717.00 86,056.00	229,019.00	178,349.00	37,464.00	35,849.00	37,482.00	714,607.00 11,603.00 5,292.00 111,602.00 794,931.00
s-ten services	24,401.00 4,175.00 5,861.00	41,148.00 5,052.00		63,542.00 10,079.00						- 149,091.00 19,306.00 5,861.00
	127,753.00 462,116.00 105,529.00 142,010.00									- 127,753.00 462,116.00 105,529.00 142,010.00
erations-labor ations-materials & other ations-contract costs s-ordinary maintenance s-	691,936.00 554,946.00 159,062.00 128,753.00 see notes to financial statements	l statements								691,936.00 354,946.00 159,062.00 128,753.00

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Housing Authority of the City of Ba COMBINING STATEMENT OF RE CHANGES IN RETAINED EARNIN	REVENUE: Net tenart revenue Net tenart revenue Tenart revenue HUD PHA grants HUD PHA grants hivestment income-unrestricted Other government grants Other revenue Other revenue Other revenue DTAL REVENUE		Tenant services Tenant services-salaries Employee benefit contributions-te Tenant services-other Utilities	Water Electricity Gas Other utilities expense	Ordinary maintenance and operat Ordinary maintenance & operatio Ordinary maintenance & operatio Employee benefit contributions-oi	
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INGS ALL FUNDS			υ <b>,</b> σ	SCHEDULE III page 2 of 2						
	Low Rent	Vouchers	Mod Rehab	Existing	CGP	PHDEP	Business Activities	Service Coordinator	State Tutorial	Total
U 0	170,385.00 96,493.00 54,318.00 35,300.00 40,314.00 22,323.00	58,074.00	61,628.00	117,915.00						346,374.00 96,493.00 54,318.00 35,300.00 40,314.00 22,323.00 5,945,039.00
	3,347,925.00	2,162,699.00	61,630.00	4,434,142.00	229,019.00	178,349.00	37,464.00	35,849.00	37,482.00	10,524,559.00
ORE	(317,804.00)	6,997.00	12,457.00	(5,198.00)	·	ſ	6,818.00	٤	·	293,730.00
jepreciation (	1,997,190.00 (2,314,994.00)	, 9,997.00	12,457.00	- (5,198.00)	ł	I	6,818.00	r	•	1,997,190.00 (2,290,920.00)
rve), 9-30-98 \P adjustments lation rve), 9-30-99	554,678.00 116,276.00 (317,804.00) 353,150.00	124,837.00 (96,444.00) 9,997.00 38,390.00	21,086.00 (498.00) 12,457.00 33,045.00	282,203.00 (193,592.00) (5,198.00) 83,413.00			96,646.00 6,818.00 103,464.00			1,079,450.00 (174,258.00) (293,730.00) 611,462.00
adjustments	20,184,741.00 (64,074.00) 20,120,667.00	78,101.00 78,101.00	10,702.00 - 10,702.00	e e J	138,495.00 522,151.00 660,646.00					20,412,039.00 458,077.00 20,870,116.00
Ϋ́ Φes	20,473,817.00 see notes to financial s	17.00 116,491.00 financial statements	43,747.00	83,413.00	660,646.00		103,464.00			21,481,578.00

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Housing Authority of the City of Baton Rouge COMBINING STATEMENT OF REVENUES CHANGES IN RETAINED EARNINGS--ALL Insurance premiums Cther general expenses Payments in lieu of taxes Bad delxtenant rents Extraordinary maintenance Capital losses-noncapitalized Housing assistance payments OPERATING EXPENSES BEFORE DEPRECIATION NET OPERATING INCOME BEFORE DEPRECIATION Retained earnings (operating reserve), 9-30-9 Retained earnings (operating reserve), 9-30-9 Retained earnings (operating reserve), 9-30-9

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Net HUD contribution, 9-30-98 Current year addition and REAC at Net HUD contribution, 9-30-99

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TOTAL EQUITY, 9-30-99

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Housing Authorit of the City of Baton Rouge Eaton Rouge, Louisiana 70806 COMBINING SCHEDULE OF REVENUES, EXPENDIT COMPREHENSIVE GRANT PROGRAM FUND FOR T			SCHEDULE IV
	PROJECT CGP 1998	PROJECT CGP 1999	TOTAL
REVENUES			
Local Sources			
Federal SourcesGrants	217,392.00	11,627.00	229,019.00
Total Revenues	217,392.00	11,627.00	229,019.00
EXPENDITURES			
Current:			
Administrative	217,392.00	11,627.00	229,019.00
General Expenses			
acilities Acquisition and Construction	-	-	-
Total Expenditures	217,392.00	217,392.00	229,019.00

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EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES

			=============
FUND BALANCE AT END OF YEAR	660,646.00	-	660,646.00
CAPITAL OUTLAYS-ENTERPRISE FUNDS	522,151.00	-	522,151.00
FUND BALANCE AT BEGINNING OF YEAR	138,495.00	-	138,495.00

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see notes to financial statements

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Housing Authority of the City of Baton Rouge Baton Rouge, Louisiana 70806 PHA's Statement and Certification of Actual Costs COMPLETED PROJECTS Annual Contributions Contract FW-1281 For the year ended September 30, 1999

SCHEDULE V

1. The actual costs of the projects are as follows:

	PROJECT LA48P0037097	PROJECT LA48DEP0030196	PROJECT LA48ESC00300195	TOTAL
Funds Approved	1,067,997.00	375,000.00	109,583.00	1,552,580.00
Funds Expended	1,067,997.00	375,000.00	109,583.00	1,552,580.00
Excess of Funds Approved	0.00	0.00	0.00	0.00

HUD	1,067,997.00	375,000.00	109,583.00	1,552,580.00
Funds Expended	1,067,997.00	375,000.00	109,583.00	1,552,580.00
Excess of Funds Advanced	0.00	0.00	0.00	0.00

- 1. The distribution of costs by project as shown on the Final Statement of Cost dated 1-28-99, 1-28-99 and 9-17-99 accompanying the program closeout documentation submitted to HUD for approval is in agreement with the PHA's records.
- 2. All program costs have been paid and all related liabilities have been discharged through payment.

see notes to financial statements

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#### WILLIAM DANIEL MCCASKILL, CPA A PROFESSIONAL ACCOUNTING CORPORATION

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MEMBER LOUISIANA SOCIETY OF CPA'S MISSISSIPPI SOCIETY OF CPA'S AMERICAN INSTITUTE OF CPA'S

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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 BATON ROUGE BATON ROUGE, LOUISIANA 70806

I have audited the financial statements of the Housing Authority of the City of Baton Rouge (PHA), as of and for the year ended September 30, 1999, and have issued my report thereon dated February 14, 2000. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Audit Standards</u>, 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 our tests disclosed instances of noncompliance that are required to be reported under <u>Government Auditing Standards</u> and which are described in the accompanying schedule of findings and questioned costs as items 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, we noted certain matter involving the internal control over financial reporting an its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the PHA's ability to record, process, summarize, and report financial data consistent with the assertions of

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

A material weakness is a condition in which the design or operation of one or more of the internal control components dos not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the general purpose 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. Our consideration of the internal control over financial reporting 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, we consider item 99-1 to be a material weakness.

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.

February 14, 2000

William Daniel McCaskill, CPA A Professional Accounting Corporation

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#### WILLIAM DANIEL MCCASKILL, CPA A PROFESSIONAL ACCOUNTING CORPORATION

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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 BATON ROUGE BATON ROUGE, LOUISIANA 70806

#### Compliance

I have audited the compliance of the Housing Authority of the City of Baton Rouge (PHA) 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 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 are identified in the summary of 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</u> <u>Standards</u>, issued by the Comptroller General of the United States; and OMB Circular, <u>Audits of States</u>, <u>Local Governments</u>, and <u>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.

In my opinion, the PHA's 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 Month date, year.

#### 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.

My consideration of the internal control over compliance would not necessarily disclose all matter in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation 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. I noted no matters involving the internal control over compliance and its operation that I consider 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

February 14, 2000

# THE HOUSING AUTHORITY OF THE CITY OF BATON ROUGE BATON ROUGE, LOUISIANA

# SUMMARY SCHEDULE OF PRIOR FINDINGS

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There were no findings in the prior audit.

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#### THE HOUSING AUTHORITY OF THE CITY OF BATON ROUGE BATON ROUGE, LOUISIANA

#### SCHEDULE OF CURRENT AUDIT FINDINGS AND QUESTIONED COSTS

Per A-133, Section 505(d)

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1. Summary Schedule of Auditors Results:

The report includes an unqualified opinion on the financial statements.

- i. There were reportable conditions in internal controls found required to be disclosed at the financial statement level.
- ii. The audit disclosed noncompliance which is material to the financial statements.
- iii. No reportable conditions in internal control over major programs, as required by A-133, were disclosed by the audit.
- iv. The compliance report issued for major programs was unqualified.
- v. The report disclosed no audit findings required to be reported under Section 510a of A-133.
- vi. All major programs have oversight by HUD and are identified as follows:

CFDA#	Name of Program
14.850	Low Rent
14.459	<b>Comprehensive</b> Grants

- vii. The dollar threshold used to distinguish between Type A and Type B programs was \$300,000.
- viii. The auditee was not considered a low risk auditee.

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2. Finding relating to the financial statements required to be reported with GAGAS are as follows:

FINDING 99-1

Statement of Condition—The PHA overran its Low Rent operating budget in four (4) areas.

Criteria---The PHA properly budgets all of its program at the beginning of the fiscal year. The PHA should monitor the budget versus actual during the year. During the year, when the actual expenditures exceed the budget, management should either reduce expenditures or adjust the budget as appropriate.

Effect—The PHA violated its policies as well as State law with budget overruns. The operating budget projected a deficit of \$21,285. The actual results produced a deficit of \$287,453.

Cause—The PHA's management did monitor its operating expenditures during the year and was aware of the budget overruns. However, because the PHA is no longer required to submit operating budgets and budget revisions to HUD management erred by not submitting a revised Operating Budget to the Board of Commissioners for timely approval.

PHA Response—The PHA agrees with the auditor's finding. The PHA will make every effort in the future to submit budget revisions to the Board of Commissioners on a timely basis and abide by their decisions.

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

None

#### THE HOUSING AUTHORITY OF THE CITY OF BATON ROUGE BATON ROUGE, LOUISIANA

#### **CORRECTIVE ACTION PLAN**

Our corrective action plan is as follows:

Finding 99-1

Contact Person Responsible for Action---Joseph Johnson

Corrective Action Planned—Management will continue to closely monitor the budget versus actual expenditures of the PHA. In the future, we will either 1) make the necessary expenditures cuts to live within our operating budget, or 2) prepare budget revisions and submit them to the Board of Commissioner for timely approval.

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