

**The Housing Authority of the City of Lafayette
Lafayette, Louisiana**

**Annual Financial Report
As of and for the Year Ended September 30, 2000**

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 Bureau Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date: 4.21.04

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INDEPENDENT AUDITORS' REPORT

Board of Commissioners
The Housing Authority of the City of Lafayette
Lafayette, Louisiana

We have audited the accompanying financial statements of The Housing Authority of the City of Lafayette as of and for the year ended September 30, 2003, as listed in the foregoing table of contents. These financial statements are the responsibility of the Housing Authority's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the 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, 2003, and the results of its operations and the cash flows of its proprietary fund types for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have the disclosure reported March 20, 2004, as our consideration of the Housing Authority's internal control over financial reporting and as our basis of its compliance with certain provisions of laws, regulations, contracts and grants. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

The accompanying supplemental information, as listed in the table of contents, and the Schedule of Expenditures of Federal Awards which is required by U. S. Office of Management and Budget Circular No. A-133, Audit of States, Local Governments, and Non-Profit Organizations, are presented for the purpose of additional analysis and are not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

Also, the accompanying other information, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Allen, Green & Williamson, LLP

ALLEN, GREEN & WILLIAMSON, LLP

Metairie, Louisiana
March 30, 2004

HOUSING AUTHORITY OF THE CITY OF LAURELIS

PROPRIETARY FUND TYPE - ENTERPRISE FUNDS

Balance Sheet
September 30, 2001

Statement A

	<u>TOTAL</u>
ASSETS:	
Current Assets	
Cash and cash equivalents	\$ 228,873
Investments	408,908
Accounts receivable, net	294,552
Prepaid items and other assets	158,068
Inventory	22,880
Restricted assets	
Restricted deposits	<u>15,722</u>
Total Current Assets	<u>1,099,003</u>
Capital Assets	
Land, buildings, and equipment (net of accumulated depreciation)	<u>7,700,316</u>
TOTAL ASSETS	<u>\$ 8,804,319</u>

(COMPLA 2001)

HOUSING AUTHORITY OF THE CITY OF LAKEVILLE

PROPRIETARY FUND TYPE - ENTERPRISE FUNDS

Balance Sheet

September 30, 2003

Statement A

	<u>TOTAL</u>
LIABILITIES	
Current Liabilities	
Accounts payable	\$ 400,000
Deferred revenue	1,261
Current portion of compensated absences	<u>35,982</u>
Total Current Liabilities	<u>437,243</u>
Current Liabilities Payable From Current Restricted Assets	
Deposits due others	<u>65,700</u>
Total Current Liabilities Payable From Current Restricted Assets	<u>65,700</u>
Noncurrent Liabilities	
Compensated absences payable	<u>65,140</u>
Total Noncurrent Liabilities	<u>65,140</u>
Total Liabilities	<u>568,083</u>
FUND EQUITY	
Contributed capital	4,070,000
Retained earnings	
Reserves	200,000
Unreserved	<u>3,550,000</u>
Total fund equity	<u>8,420,000</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 9,388,083</u>

(CONTINUED)

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

HOUSING AUTHORITY OF THE CITY OF LAFAYETTE
PROPRIETARY FUND TYPE - ENTERPRISE FUND
Statement of Revenues, Expenses,
and Changes in Fund Equity
For the Year Ended September 30, 2000

	Balance Sheet
	<u>TOTAL</u>
OPERATING REVENUES	
Dwelling rental	\$ 553,813
Other	<u>370,686</u>
Total operating revenues	<u>924,500</u>
OPERATING EXPENSES	
Administration	1,148,780
Tenant services	211,758
Utilities	455,738
Ordinary maintenance & operations	350,148
Protective services	0
General expenses	603,248
Nonroutine maintenance	22,780
Housing assistance payments	3,491,154
Depreciation and amortization	<u>450,384</u>
Total operating expenses	<u>7,453,082</u>
Operating Income (Loss)	<u>(6,528,582)</u>
Nonoperating revenues (expenses)	
Interest earnings	11,028
Federal grants	9,878,210
Other income	<u>451,730</u>
Total nonoperating revenues (expenses)	<u>10,320,968</u>
NET INCOME (Loss)	3,792,386
Depreciation on capital assets acquired by contributions	<u>421,428</u>
Increase (Decrease) in retained earnings	<u>4,213,814</u>

(CONTINUED)

HOUSING AUTHORITY OF THE CITY OF LAFAYETTE

PROPRIETARY FUND TYPE - ENTERPRISE FUNDS
Statement of Revenues, Expenses,
and Changes in Fund Equity
For the Year Ended September 30, 2000

	Statement B
RETAINED EARNINGS AT BEGINNING OF YEAR	197,000
Prior period adjustment	<u>1,000,000</u>
RETAINED EARNINGS AT BEGINNING OF YEAR, RESTATED	1,197,000
RETAINED EARNINGS AT END OF YEAR	<u>3,000,000</u>
CONTRIBUTED CAPITAL, AT BEGINNING OF YEAR	4,000,000
Depreciation transferred from retained earnings	<u>(400,000)</u>
CONTRIBUTED CAPITAL, AT END OF YEAR	<u>3,600,000</u>
FUND EQUITY, END OF YEAR	<u>\$ 6,600,000</u>
	(CONCLUDED)

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

HOUSING AUTHORITY OF THE CITY OF LAFAYETTE

PROPRIETARY FUND TYPE - ENTERPRISE FUNDS

Statement of Cash Flows

For the Year Ended September 30, 2003

Statement C

	<u>2003</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Operating Income (Loss)	\$ (8,308,470)
Adjustments to reconcile net income (loss) to net cash provided by operating activities:	
Depreciation	488,288
(Increase) decrease in accounts receivable - other government	(287)
(Increase) decrease in accounts receivable - miscellaneous	23,259
(Increase) decrease in accounts receivable - tenant dwelling units	(20,540)
(Increase) decrease in prepaid expenses	(1,800)
(Increase) decrease in inventories	(5,000)
Increase (decrease) in accounts payable - vendors	(211,120)
Increase (decrease) in accounts payable - HUD PIH programs	85,115
Increase (decrease) in accrued wages and payroll taxes payable	14,500
Increase (decrease) in accrued compensated absences	18,008
Increase (decrease) in accrued contingency liability	
Increase (decrease) in deferred revenue	3,470
Increase (decrease) in tenant security deposits	6,500
Increase (decrease) in other current liabilities	108,000
Increase (decrease) in accrued liabilities - other	<u>7,500</u>
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>(\$ 820,002)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Proceeds from federal operating grants	8,973,150
Other income	<u>484,100</u>
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>8,637,248</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Payments to acquire, construct, or improve capital assets	(1,182,070)
Proceeds from federal capital grants	<u>1,180,071</u>
NET CASH PROVIDED (USED) BY CAPITAL AND RELATED FINANCING ACTIVITIES	<u>(1,981)</u>

(CONTINUED)

HOUSING AUTHORITY OF THE CITY OF LAFAYETTE
PROPRIETARY FUND TYPE - ENTERPRISE FUNDS
Statement of Cash Flows
(For the Year Ended September 30, 2021)

Dollars in C

CASH FLOW FROM INVESTING ACTIVITIES	
Investment Income (Interest Income)	12,208
Purchase of Investments	<u>(200,000)</u>
NET CASH PROVIDED (USED) BY INVESTING ACTIVITIES	<u>(187,792)</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(20,007)
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>242,400</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>222,393</u>
	(CONCLUDED)

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

The Housing Authority of the City of Lafayette
Notes to the Financial Statements

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The Housing Authority of the City of Lafayette
Notes to the Financial Statements

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES The accompanying financial statements of The Housing Authority of the City of Lafayette (the Housing Authority) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

a. REPORTING ENTITY Housing Authorities are chartered as public corporations under the laws (LSA, R.S. 46:216) of the state of Louisiana for the purpose of providing safe and sanitary dwelling accommodations. This creation was contingent upon the local governing body of the city or parish declaring a need for the Housing Authority in function in each city or parish. The Housing Authority is governed by a five-member board of commissioners. The members, appointed by the Honorable Mayor of the city of Lafayette, serve a term of five years.

The Housing Authority has the following units:

Low Rent	FW 2150	575
Section 8 - Rental Voucher	FW 2150	552

The accompanying financial statements of the Housing Authority have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

GASB Statement No. 14 establishes criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Under provisions of this Statement, the Housing Authority is considered a primary government, since it is a special purpose government that has a separately elected governing body, is legally separate, and is financially independent of other state or local governments. As used in GASB Statement No. 14, financially independent means that the Housing Authority may, without the approval or consent of another governmental entity, determine or modify its own budget, control collection and disbursements of funds, maintain responsibility for funding deficits and operating deficiencies, and issue bonded debt. The Housing Authority also has no component units, defined by GASB Statement No. 14 as other legally separate organizations for which the elected Housing Authority members are financially accountable.

The Housing Authority is a related organization of the city of Lafayette since the city of Lafayette appoints a voting majority of the Housing Authority's governing board. The city of Lafayette is not financially accountable for the Housing Authority in its control (impose its will on the Housing Authority) and there is no potential for the Housing Authority to provide financial benefits to, or impose financial burdens on, the city of Lafayette. Accordingly, the Housing Authority is not a component unit of the financial reporting entity of the city of Lafayette.

Certain units of local government over which the Housing Authority exercises an oversight responsibility, such as the school board, parish police jury, other independently elected parish officials, and municipalities within the parish, are excluded from the accompanying financial statements. These units of government are considered separate reporting entities and issue financial statements separate from those of the Housing Authority. In addition, the accompanying financial statements do not include welfare benefit associations which are legally separate entities.

Governmental Accounting Standards Board (GASB) Codification Section 2100 establishes criteria for determining which, if any, component units should be considered part of the Housing Authority for financial reporting purposes. The board defines the following a potential component unit within the reporting entity if financial accountability. The GASB has set both criteria to be considered in determining financial accountability, which include:

1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the government to impose its will on that organization and/or
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the government.

The Housing Authority of the City of Lafayette
Note to the Financial Statements

2. Organizations for which the government does not appoint a voting majority but are fiscally dependent on the government.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Based on the previous criteria, the Housing Authority has determined that the following component unit should be considered as part of the Housing Authority reporting entity:

Lafayette Low Income Housing Management Corporation (Corporation) is a legally separate entity. The Housing Authority runs, to a limited degree, impose its will on the Corporation, and the Housing Authority provides office space, and furnishings for the Corporation. Based on the above, it has been determined that the Corporation is a component unit of the Housing Authority. The Corporation provides service entirely or almost entirely to the Housing Authority and is included through blended presentation.

B. FUNDS: The accounts of the Housing Authority are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds are maintained consistent with legal and managerial requirements.

Proprietary Funds: Proprietary funds account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Proprietary funds differ from governmental funds in that their focus is on income measurement, which, together with the maintenance of equity, is an important financial indicator. The proprietary fund includes the following:

Enterprise Fund – accounts for operations (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs/expenses, including depreciation of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING: Measurement focus refers to what is being measured; basis of accounting refers to when revenues and expenditures are recognized in the account and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied.

Proprietary Funds: Proprietary funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. The Housing Authority has elected, pursuant to GASB Statement No. 20, to apply all GASB pronouncements and only FASB pronouncements issued before November 30, 1989.

D. DEPOSITS: Cash includes amounts in demand deposits and interest-bearing demand deposits. Cash equivalents include amounts in time deposits and cash with fiscal agent. Under state law, the Housing Authority may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

E. INVESTMENTS: Investments are limited by S.C. 10:2961 and the Housing Authority's investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

The investments are reflected at fair value except for the following, which are reported/recorded as per GASB Statement No. 31:

The Housing Authority of the City of Lafayette
Notes to the Financial Statements

- Investments in participating interest-bearing contracts, such as nonnegotiable certificates of deposit with redemption terms that do not consider market rates, are reported using a cost-based measure.
- The Housing Authority reports amortized-cost money market investments and participating interest-bearing investment contracts that have a remaining maturity at time of purchase of one year or less.

Definitions:

Interest-bearing investment contract include time deposits with financial institutions (such as certificates of deposit), repurchase agreements, and guaranteed investment contracts.

Money market investments are short-term, highly liquid debt instruments that include U. S. Treasury obligations.

- INVENTORY** All purchased inventory items are valued at cost using first-in, first-out method. Acquisition of materials and supplies are accounted for on the consumption method. That is, the expenditures are charged when the items are consumed.

- PREPAID ITEMS** Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items. Prepaid items consist of prepaid insurance.

- FIXED ASSETS** Property, plant and equipment in the proprietary funds of the government are recorded at cost. Property, plant and equipment donated to these proprietary fund type operations are recorded at their estimated fair value at the date of donation.

Major outlays for capital assets and improvements are capitalized in proprietary funds as projects are constructed. Interest incurred during the construction phase of proprietary fund fixed assets is reflected in the capitalized value of the asset constructed, net of interest earned on the invested proceeds over the same period.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend useful lives are not capitalized in the proprietary funds.

Property, plant and equipment are depreciated in the proprietary and similar trust funds of the government using the straight line method over the following estimated useful lives:

Assets	3 years
Buildings	40 years
Site and building improvements	15 years
Office equipment (other than computers)	3-5 years
Computers	3 years
Automobiles and trucks	3 years

- DEFERRED REVENUES** The Housing Authority reports deferred revenues on its combined balance sheet. Deferred revenues arise when resources are received by the Housing Authority before it has a legal claim to them, or when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when the Housing Authority has a legal claim to the resources, the liability for deferred revenues is removed from the balance sheet and the resource is recognized.

- COMPAKULATED ABSENCES** The Housing Authority follows Louisiana Civil Service regulations for accumulated annual and sick leave. Employees may accumulate up to three hundred hours of annual leave which may be received upon termination or retirement. Sick leave hours accumulate, but the employee is not paid for them if not used by his/her retirement or termination date.

- FUND EQUITY** Reconciliation requires those portions of fund equity that are not appropriate for expenditures or legally segregated for a specific future use.

The Housing Authority of the City of Lafayette
Notes to the Financial Statements

L. INTERFUND TRANSACTIONS Quasi-external transactions are accounted for as revenues, expenditures, or expenses. Transactions that require reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund are recorded as expenses in the reimbursing fund and as reductions of expenses in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Reimbursing or non-reimbursing transfers of equity are reported as credited equity transfers. All other interfund transfers are reported as operating transfers.

M. USE OF ESTIMATES The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 - DEPOSITS At September 30, 2003, the Housing Authority has deposits (book balances) totaling \$118,028.

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

At year-end, the Housing Authority's carrying amount of deposits was \$118,028, (including \$204,204 of certificates of deposits classified as investments and \$15,722 classified as restricted deposits), and the bank balance was \$683,972. Of the bank balance, \$400,000 was covered by federal depository insurance or by collateral held by the Housing Authority's agent in the Housing Authority's name (GAAP Category 1). The remaining balance, \$198,070 was collateralized with securities held by the pledging financial institution's trust department or agent but not in the Housing Authority's name (GAAP Category 2).

Even though the pledged securities are considered uncollateralized (Category 2) under the provisions of GAAP Statement No. 3, Louisiana Revised Statute 28:1205 imposes a statutory requirement on the collateral bank to advertise and sell the pledged securities within 90 days of being notified by the Housing Authority that the fiscal agent has failed to pay deposited funds upon demand.

NOTE 3 - INVESTMENTS Investments are categorized into three three categories of credit risk:

1. Insured or registered, or securities held by the Housing Authority or its agent in the Housing Authority name.
2. Uninsured and unregistered, with securities held by the counter party's trust department or agent in the Housing Authority's name.
3. Uninsured and unregistered, with the securities held by the counter party, or by its trust department or agent but not in the Housing Authority's name.

<u>Type of Investment</u>	<u>Category 1</u>	<u>Total Carrying Amount</u>
Government Securities	<u>\$811,528</u>	<u>\$811,528</u>

The Housing Authority of the City of Lafayette
Notes to the Financial Statements

NOTE 4 - RECEIVABLES The receivables at September 30, 2003, are \$244,392 net of allowance for doubtful accounts of \$20,176.

<u>Class of Receivable</u>	<u>Balance</u>
Dwelling rental	\$ 20,334
HUD	211,058
Other	1,000
Total	<u>\$244,392</u>

NOTE 5 - FIXED ASSETS The changes and balances in fixed assets are as follows:

	<u>Balance</u>			<u>Balance</u>	
	<u>Beginning</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending</u>	
Land	\$ 994,417	\$ 0	\$ 0	994,417	
Buildings and improvements	11,971,235	482,508	0	12,453,743	
Furniture and equipment	363,556	41,848	0	405,404	
Construction in progress	408,880	475,141	475,141	408,880	
Total	<u>12,646,088</u>	<u>999,497</u>	<u>475,141</u>	<u>13,169,444</u>	
Less accumulated depreciation:					
Buildings and improvements	7,948,368	448,991	0	8,397,359	
Furniture and equipment	267,598	27,977	0	295,575	
Total	<u>8,215,966</u>	<u>476,968</u>	<u>0</u>	<u>8,692,934</u>	
Fixed assets, net	<u>\$ 4,430,122</u>	<u>\$ 522,529</u>	<u>\$ 475,141</u>	<u>\$ 4,476,510</u>	

NOTE 6 - RETIREMENT SYSTEM The Housing Authority provides pension benefits for all of its full-time employees through a defined contribution plan. All regular and full-time employees are eligible to participate in the plan on the first day of the month after completing one year of continuous and uninterrupted employment.

Under a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. The employee is required to make monthly contributions equal to 6.5 percent of each participant's base (includes overtime) compensation. The employee may make monthly voluntary contributions of his or her basic compensation.

The Housing Authority's contributions for each employee and interest allocated to the employee's account are fully vested after five years of continuous service. The Housing Authority's contributions and interest forfeited by employees who leave employment before five years of service are used to offset future contributions of the Housing Authority.

The Housing Authority's total payroll for the year ended September 30, 2003, was \$4,358,825. The Housing Authority's contributions were calculated using the base salary amount of \$1,018,264. The Housing Authority made the required contributions of \$67,634 for the year ended September 30, 2003.

NOTE 7 - ACCOUNTS PAYABLE The payables at September 30, 2003, are as follows:

	<u>Balance</u>
Vendors	\$240,820
Payable to HUD	55,118
Accrued P.L. 977	699,624
Wages payable	18,838
Total	<u>\$1,014,400</u>

NOTE 8 - COMPENSATED ABSENCE As September 30, 2003, employees of the Housing Authority have accumulated and unused \$106,440 of employee leave benefits, which was computed in accordance with GASB Codification Section 200.

The Housing Authority of the City of Lafayette
Notes to the Financial Statements

NOTE 9 - CHANGES IN DEPOSITS DUE OTHERS

	Balance Beginning	Additions	Deductions	Balance Ending
Treasury Security Deposits	\$18,661	\$ 4,763	\$0	\$23,424
FNS Escrow	12,528	2,522	0	15,050
Total	<u>\$31,189</u>	<u>\$ 7,285</u>	<u>\$0</u>	<u>\$38,474</u>

NOTE 10 - GENERAL LONG-TERM OBLIGATIONS The following is a summary of the long-term obligation transactions for the year ended September 30, 2005:

	Compared Amount
Balance, beginning	\$ 93,216
Additions	19,323
Deductions	20,652
Balance, ending	<u>\$ 91,887</u>

NOTE 11 - COMMITMENTS AND CONTINGENCIES

Litigation At September 30, 2005, the Housing Authority was not involved in litigation.

Construction Projects There are certain major construction projects in progress at September 30, 2005. These include modernizing rental units at practically all of the projects. As approved by HUD, these projects are being funded by HUD. Funds are requested periodically as the cost is incurred.

Grant/Disallowance The Housing Authority participates in a number of state and federally assisted grant programs. The programs are subject to compliance audits under the single audit approach. Such audits could lead to requests for reimbursement by the grant agency for expenditures disallowed under terms of the grants. Housing Authority management believes that the amount of disallowances, if any, which may arise from future audits will not be material.

NOTE 12 - RISK MANAGEMENT The Housing Authority is exposed to various risks of loss related to theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Housing Authority carries commercial insurance.

NOTE 13 - ECONOMIC DEPENDENCY Statement of Financial Accounting Standard (SFAS) No. 11 requires disclosure in financial statements of a situation where one entity provides more than 10% of the audited entity's revenues. The Department of Housing and Urban Development provided \$6,418,000 to the Housing Authority, which represents approximately 37% of the Housing Authority's total revenues for the year.

NOTE 14 - PRIOR PERIOD ADJUSTMENT A prior period adjustment of \$1,695,870 was made to increase the beginning balance of capital assets.

NOTE 15 - RESERVED NET INVESTMENT EARNINGS The Board has received \$200,000 of retained savings for participation in a homelessness program.

HOUSING AUTHORITY OF THE CITY OF LAUREL FORT

STATEMENT OF CERTIFICATION OF ACTUAL
MODERNIZATION COMPLETED

September 30, 2003

1. The actual modernization costs for the completed capital fund program is as follows:

	PROJECT <u>LA 48P000001-02</u>
Funds approved	\$ 650,000
Funds expended	<u>650,000</u>
Balance of funds approved	<u>\$ 0</u>
Funds advanced	\$ 650,000
Funds expended	<u>650,000</u>
Balance of funds advanced	<u>\$ 0</u>

2. The distribution of costs as shown on the actual modernization cost certificate dated April 14, 2003 for the Project LA 48P000001-02 is in agreement with the PHA's records.
3. All modernization costs have been paid and all related liabilities have been discharged through payment.

HOUSING AUTHORITY OF THE CITY OF LAFAYETTE

**STATEMENT OF CERTIFICATION OF ACTUAL
MODERNIZATION COMPLETED
(September 30, 2003)**

1. The actual modernization costs for the completed capital fund program is as follows:

	<u>PROJECT</u>	
	<u>LA 48P005581-01</u>	
Funds approved	\$	475,200
Funds expended		<u>475,200</u>
Balance of funds approved	\$	<u>0</u>
Funds advanced	\$	475,200
Funds expended		<u>475,200</u>
Balance of funds advanced	\$	<u>0</u>

2. The distribution of costs as shown on the actual modernization cost certificate dated October 8, 2003 for the Project LA 48P005581-01 is in agreement with the PMA's records.
3. All modernization costs have been paid and all related liabilities have been discharged through payment.

HOUSING AUTHORITY OF THE CITY OF LAFALETTE
FINANCIAL DATA SCHEDULE
September 30, 2008

Line Item No.	Account/Description	Business Activities	Community Development	Year Round Public Housing	Public Housing Rehabilitation Program	Public Housing Comprehensive Care Program	Emergency Shelter Initiative	Public Housing Program	Total
111	Cash - Depositable	\$20,828	\$0	\$39,136	\$0	\$0	\$11,258	\$0	\$50,222
112	Cash - Other Resources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
114	Receivables - Tenant Security Deposits	\$0	\$0	\$93,028	\$0	\$0	\$0	\$0	\$93,028
120	Prepaid Costs	\$23,628	\$0	\$87,113	\$0	\$0	\$27,824	\$0	\$238,568
122	Accounts Receivable - HUD/Other Projects	\$0	\$0	\$21,792	\$0	\$0	\$0	\$0	\$21,792
124	Accounts Receivable - Homeless	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$1,000
126	Accounts Receivable - Systems - Pending Receipts	\$0	\$0	\$40,251	\$0	\$0	\$0	\$0	\$40,251
128	Accounts Receivable - Pending Receipts	\$0	\$0	\$20,176	\$0	\$0	\$0	\$0	\$20,176
130	Accounts Receivable - Other	\$1,899	\$0	\$0	\$0	\$0	\$0	\$0	\$1,899
140	Total Receivables, net of allowance for doubtful accounts	\$26,527	\$0	\$162,349	\$0	\$0	\$27,824	\$0	\$390,700
142	Prepaid Expenses and Other Assets	\$1,471	\$0	\$103,047	\$0	\$0	\$20,527	\$0	\$328,091
144	Inventory	\$0	\$0	\$23,000	\$0	\$0	\$0	\$0	\$23,000
146	Liabilities to Other Jurisdictions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
148	Accounts Payable	\$1,028	\$0	\$40,114	\$0	\$0	\$4,820	\$0	\$46,062
150	Total Current Liabilities	\$1,499	\$0	\$127,161	\$0	\$0	\$29,347	\$0	\$358,059
160	Buildings	\$0	\$0	\$884,418	\$0	\$0	\$0	\$0	\$884,418
162	Furniture, Equipment & Machinery - Dwellings	\$0	\$0	\$3,187,126	\$0	\$0	\$0	\$0	\$3,187,126
164	Furniture, Equipment & Machinery - Administration	\$0	\$0	\$0	\$0	\$0	\$44,000	\$0	\$44,000
166	Construction-in-progress	\$0	\$0	\$300,762	\$0	\$0	\$17,804	\$0	\$318,566
168	Construction Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
170	Construction in Progress	\$0	\$0	\$8,581,087	\$0	\$0	\$84,000	\$0	\$8,665,087
172	Investment Assets - net of accumulated depreciation	\$0	\$0	\$1,882,418	\$0	\$0	\$4,818	\$0	\$1,887,236
180	Total Non-Current Assets	\$0	\$0	\$3,648,631	\$0	\$0	\$141,622	\$0	\$3,790,253
190	Total Assets	\$28,827	\$0	\$6,071,978	\$23,794	\$0	\$277,882	\$1,248,248	\$6,341,749

BOARDS AND COMMISSIONS OF THE CITY OF LAFAYETTE
FINANCIAL DATA SCHEDULE
September 30, 2008

Line Item No.	Account Description	Business Activities	Community Development Board Contributions Program	Law Board Public Schools	Public Housing Program	Public Housing Rehabilitation Program	Public Housing Special Program	Public Housing Community Development Program	Public Housing Capital Fund	Total
100	100 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
101	101 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
102	102 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
103	103 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
104	104 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
105	105 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
106	106 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
107	107 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
108	108 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
109	109 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
110	110 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
111	111 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
112	112 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
113	113 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
114	114 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
115	115 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
116	116 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
117	117 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
118	118 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
119	119 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
120	120 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
121	121 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
122	122 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
123	123 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
124	124 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
125	125 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
126	126 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
127	127 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
128	128 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
129	129 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
130	130 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
131	131 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
132	132 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
133	133 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
134	134 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
135	135 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
136	136 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
137	137 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
138	138 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
139	139 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
140	140 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
141	141 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
142	142 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
143	143 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
144	144 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
145	145 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
146	146 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
147	147 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
148	148 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
149	149 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
150	150 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
151	151 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
152	152 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
153	153 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
154	154 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
155	155 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
156	156 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
157	157 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
158	158 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
159	159 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
160	160 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
161	161 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
162	162 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
163	163 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
164	164 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
165	165 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
166	166 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
167	167 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
168	168 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
169	169 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
170	170 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
171	171 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
172	172 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
173	173 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
174	174 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
175	175 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
176	176 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
177	177 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
178	178 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
179	179 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
180	180 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
181	181 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
182	182 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
183	183 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
184	184 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
185	185 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
186	186 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
187	187 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
188	188 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
189	189 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
190	190 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
191	191 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
192	192 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
193	193 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
194	194 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
195	195 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
196	196 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
197	197 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
198	198 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
199	199 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
200	200 Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

HOUSING AUTHORITY OF THE CITY OF LANCASTER
FRENCH, MARA (MCDONELL)
September 30, 2003

Line Item No.	Account Description	Business Activities	Community Services (MCD)	Low Rent Public Housing	Public Housing Rehabilitation Program	Public Housing Rehabilitation Program	Public Housing Rehabilitation Program	Public Housing Rehabilitation Program	Public Housing Rehabilitation Program	Total
801	Insurance Premiums	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
802	Expenses incurred from	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
804	Real Estate - Leased Property	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
807	Interest Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
809	Total Operating Expenses	\$34,800	\$3,000	\$1,775,775	\$156,000	\$0	\$0	\$0	\$0	\$1,990,575
810	Income Operating Revenues - Operating Expenses	\$64,795	\$0	\$74,400	\$0	\$0	\$1,490,050	\$1,200,000	\$1,400,000	\$4,159,245
911	Operating Revenues - Non-Capitalized	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
912	Operating Revenues - Capitalized	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
913	Operating Revenues - Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
914	Operating Revenues - Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
999	Total Operating Revenues	\$64,795	\$0	\$74,400	\$0	\$0	\$1,490,050	\$1,200,000	\$1,400,000	\$4,159,245
(100)	Excess (Deficiency) of Operating Revenues Over (Under) Expenses	\$29,995	\$0	\$68,625	\$0	\$0	(\$200,000)	(\$600,000)	(\$200,000)	(\$531,375)

**The Housing Authority of the City of Lafayette
Compensation Paid Board Members**

The members of the Board of Commissioners serve without compensation. The members of the Board of Commissioners are as follows:

Dudley Webb, Chairman

Joseph Demich, Vice-Chairman

Albert Green, Jr.

Paul Chase

Earline Henderson



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MEMBER FIDELITY PUBLIC ACCOUNTANTS

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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 Government Auditing Standards

Board of Commissioners
The Housing Authority of the City of Lafayette
Lafayette, Louisiana

We have audited the financial statements of The Housing Authority of the City of Lafayette as of and for the year ended September 30, 2003, and have issued our report thereon dated March 28, 2004. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States of America.

Compliance

As part of obtaining reasonable assurance about whether the Housing Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Housing Authority's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions as identified in Items 01-F1, and 02-F2, in the accompanying Schedule of Findings and Questioned Costs. 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 Housing Authority's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements 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. Our consideration of the internal control over financial reporting would not necessarily identify all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily identify all reportable conditions that are considered to be material weaknesses. However, we believe the reportable conditions described above are not material weaknesses.

This report is intended solely for the information and use of the Board, management, federal auditing agencies, and users through entities and is not intended to be used or relied on by anyone other than those specified parties. Although the intended use of these reports may be limited, under Louisiana Revised Statute 28:117 this report is distributed by the office of the Louisiana Legislative Auditor as a public document.

Allen, Green & Williamson, LLP

ALLEN, GREEN & WILLIAMSON, LLP

Monroe, Louisiana
March 26, 2004



ALLEN, GREEN & WILLIAMSON, LLP

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Maigie Williams, CPA

Ernest L. Allen, CPA

(Retired)

1912 - 2000

Report on Compliance With Requirements Applicable to Each Major Program and an Internal Control Over Compliance in Accordance With OMB Circular No. A-133

Board of Commissioners

The Housing Authority of the City of Lafayette
Lafayette, Louisiana

Compliance

We have audited the compliance of The Housing Authority of the City of Lafayette with the types of compliance requirements described in the U. S. Office of Management and Budget (OMB) Circular No. A-133 Compliance Requirements that are applicable to each of its major federal programs for the year ended September 30, 2005. The Housing Authority'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 Housing Authority's management. Our responsibility is to express an opinion on the Housing Authority's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States of America; and OMB Circular No. A-133, Audit of States, Local Governments, and Not-For-Profit Organizations. These standards and OMB Circular No. A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Housing Authority's compliance with these requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Housing Authority's compliance with these requirements.

In our opinion, the Housing Authority 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, 2005. However, the results of our auditing procedures disclosed instances of noncompliance with these requirements which are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying Schedule of Findings and Questioned Costs as IS-F1, IS-F2, IS-F3, and IS-F4.

Internal Control Over Compliance

The management of the Housing Authority is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the Housing Authority's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular No. A-133.

Our considerations involving the internal control over compliance and 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 compliance that, in our judgment, could adversely affect the Housing Authority's ability to administer a major federal program in accordance with the applicable requirements of laws, regulations, contracts, and grants. The reportable conditions are described in the accompanying Schedule of Findings and Questioned Costs as items IS-F5, IS-F6, IS-F7, and IS-F8.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not operate in a consistently low level the risk that non-compliance 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. 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 considered to be material weaknesses. However, we believe that the reportable conditions noted above are not material weaknesses.

This report is intended solely for the information and use of the listed, management, federal awarding agencies, and performance entities and is not intended to be and should not be used by anyone other than those specified parties. Although the intended use of these reports may be limited, under Louisiana Revised Statute 24:112 this report is disseminated by the Office of the Louisiana Legislative Auditor as a public document.

Allen, Green + Williamson, LLP

ALLEN, GREEN & WILLIAMSON, LLP

Monroe, Louisiana
March 28, 2008

**The Housing Authority of the City of Lafayette
Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2003**

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM NAME	CFDA Number	Class./CR	Expenditures
CASH FEDERAL AWARDS			
United States Department of Housing and Urban Development			
Low Rent Public Housing	14.808	FY/ 2211	\$ 620,711
Drug Elimination Program	14.804	FY/ 2211	198,029
Section 8 Housing Choice Vouchers	14.871	FY/ 2211	3,090,633
Capital Fund Program	14.872	FY/ 2211	1,710,078
Passed Through Louisiana Office of Community Development			
Community Development Block Grant	14.208		2,930
Total United States Department of Housing and Urban Development			<u>6,622,381</u>
United States Department of Education			
Passed Through Louisiana Department of Education			
CHM and Adult Care Fund Program	10.208		1,281
Total United States Department of Education			<u>1,281</u>
Total Federal Awards			<u>\$6,623,662</u>

The Housing Authority of the City of Lakeland
Notes to the Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2003

NOTE 1 - GENERAL. The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal awards programs of the Housing Authority. The Housing Authority reporting entity is defined in Note 1 to the Housing Authority's financial statements. Federal awards received directly from federal agencies, as well as federal awards passed through other government agencies, is included on the schedule.

NOTE 2 - BASIS OF ACCOUNTING. The accompanying Schedule of Expenditures of Federal Awards is presented using the modified accrual basis of accounting, which is described in Note 1 of the Notes to the Financial Statements to the Housing Authority's financial statements.

NOTE 3 - RELATIONSHIP TO FINANCIAL STATEMENTS. Federal awards revenues are reported in the Housing Authority's financial statements as follows:

Nonoperating revenues:
Federal grants

\$6,661,111

NOTE 4 - RELATIONSHIP TO FEDERAL FINANCIAL REPORTS. Amounts reported in the accompanying schedule agree with the amounts reported in the related federal financial reports except for changes made to reflect amounts in accordance with accounting principles generally accepted in the United States of America.

NOTE 5 - FEDERAL AWARDS. For those funds that have matching revenues and cost-sharing, federal expenditures were determined by deducting matching revenues from total expenditures. In accordance with HUD Notice PIH 99-04, "Federal awards" do not include the Housing Authority operating income from rents or investments (or other non-federal sources). The entire amount of operating subsidy received during the fiscal year is considered to be "expended" during the fiscal year.

The Housing Authority of the City of Lafayette
Schedule of Findings and Questioned Costs
As of and for the Year Ended September 30, 2000

PART I - Summary of the Auditor's Results

Financial statement audit:

- i. The type of audit report issued was unqualified.
- ii. There were two reportable conditions required to be disclosed by Government Auditing Standards issued by the Comptroller General of the United States.

These reportable conditions were not considered to be material weaknesses.
- iii. They were not instances of noncompliance considered material, as defined by the Government Auditing Standards, to the financial statements.

Audit of federal awards:

- iv. There were five reportable conditions required to be disclosed by OMB Circular No. A-133.

These reportable conditions were not considered to be material weaknesses.
- v. The type of report the auditor issued on compliance for major programs was unqualified.
- vi. The audit findings/ findings which the auditor is required to report under OMB Circular No. A-133, Section 5.01(a).

The major federal programs are:

H.EW	Low Rent Public Housing
H.E71	Section 8 Housing Choice Voucher Program
H.E72	Capital Fund Program
- vii. The dollar threshold used to distinguish between Type A and Type B programs as described in OMB Circular No. A-133, Section 3.000) was \$100,000.
- ix. The auditor does not qualify as a low-risk auditor under OMB Circular No. A-133, Section 5.01.

The Housing Authority of the City of Lafayette
Schedule of Findings and Questioned Costs
As of and for the Year Ended September 30, 1993

PART II - Findings related to the financial statements which are required to be reported in accordance with Government Auditing Standards generally accepted in the United States of America:

Reference and title **92-21** **Insufficient Segregation of Duties**

Criteria or specific requirement: Incompatible functions should not be performed by one person to correct any discrepancies that be noted in the normal course of business.

Condition found: In the accounting department, one employee performs the housing authority's accounts payable and payroll functions as well as signs checks with the signature stamp. There are no controls over the stamps as well as the housing authority does not have a check signing policy.

Financial statement effect (asset and effect):

Cause: The Housing Authority's full-time accounting staff is inadequate for the functions performed.

Effect: Incompatible functions are being performed by one person.

Recommendation to prevent future occurrence: The Housing Authority should have a check signing log for all checks being signed, as well as have another employee review disbursements and sign them. The Housing Authority should establish a check signing policy and tie away with the signature stamps, by using the check signing machine or other means of signing checks that can be better controlled.

Reference and title **92-22** **Test of Number, Date, and Disbursement**

Criteria or specific requirement: When processing payments to vendors, all payments should agree to original documentation, be approved by appropriate personnel, include a requisition, be recorded to prevent duplication of payment, be paid timely and should not include payment of interest.

Condition found: Five vendors that were tested, which included a total of 64 disbursements. The following was noted:

- 23 disbursements had no supporting documentation
- 4 disbursements did not agree to the documentation attached
- 2 disbursements were duplicate payments
- 2 disbursements included sales tax
- 2 disbursements were more than the documentation amount and the purchase received cash back
- 1 disbursement did not have original documentation

Forty-eight vendor disbursements were tested and the following was noted:

- 4 disbursements did not have an approved requisition
- 1 disbursement did not have supporting documentation
- 1 disbursement had documentation that was not recorded to prevent duplicate payment

Financial statement effect (asset and effect):

Cause: The Housing Authority does not have procedures in place to ensure that vendors have all necessary information prior to payment.

Effect: The disbursements being processed are not paid from proper documentation and some payments are being duplicated.

The Housing Authority of the City of Lafayette
Schedule of Findings and Questioned Costs
As of and for the Year Ended September 30, 2003

PART II - Findings related to the financial statements which are required to be reported in accordance with Government Auditing Standards generally accepted in the United States of America:

Recommendations to prevent future occurrence: The Housing Authority should establish procedures to ensure that all disbursements are being approved and contain the proper documentation before payment is made. The disbursements should also be for the exact amounts of the documentation and the documentation should be reconciled to prevent duplication.

The Housing Authority of the City of Lafayette
 Schedule of Findings and Questioned Costs
 As of and for the Year Ended September 30, 2003

PART III - Findings and questioned costs for federal awards which are required to be reported under OMB Circular No. A-133 Section 5.80(a):

Reference List title: 81-F1, Indemnity Insurance of Rents

Federal program and specific federal award identification:

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM NAME	CFDA Number	Award Year
United States Department of Housing and Urban Development Public and Indian Housing Section 8 Housing Choice Voucher Capital Fund Program Drug Elimination Program	14.858 14.871 14.872 14.854	2003 2003 2003 2003

Criteria or specific requirement: See Finding 81-F1.

Reference List title: 81-F1, Test of Voucher File and Disbursements

Federal program and specific federal award identification:

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM NAME	CFDA Number	Award Year
United States Department of Housing and Urban Development Public and Indian Housing Section 8 Housing Choice Voucher Capital Fund Program Drug Elimination Program	14.858 14.871 14.872 14.854	2003 2003 2003 2003

Criteria or specific requirement: See Finding 81-F1.

Reference List title: 81-F1, Utility Allowance

Federal program and specific federal award identification:

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM NAME	CFDA Number	Award Year
United States Department of Housing and Urban Development Section 8 Housing Choice Voucher	14.871	2003

Criteria or specific requirement: HUD requires that the utility allowance be evaluated each year. If the utility rates being charged by the utility companies change 10 percent or more, then the utility allowance must be revised according to DHCFC section 942.571.

Condition being: The Housing Authority did not evaluate the utility allowance for the rate charged by the utility companies to determine if the utility allowance needed to be revised.

The Housing Authority of the City of Lafayette
Schedule of Findings and Questioned Costs
As of and for the Year Ended September 30, 2003

PART III - Findings and questioned costs for federal awards which are required to be reported under OMB Circular No. A-133 Section 3.100(c):

Findings asserted (issue and effect):

Case: The Housing Authority does not have a system or checklist to ensure that all yearly procedures are being performed.

Effect: Utility allowances were not reviewed during the current fiscal year.

Recommendation to prevent future occurrence: The Housing Authority could establish annual checklists to ensure all procedures are being performed timely.

Reference and title: **62-75** **Problems Noted in Text of Resident Files**

Federal program and specific federal award identification:

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM NAME	CFDA Number	Fiscal Year
United States Department of Housing and Urban Development Public and Indian Housing	14.856	2003
Section 8 Housing Choice Voucher	14.871	2003

Criteria used for examination: The Housing Authority used to examine family income and composition at least once every 12 months and adjust the total rent or housing assistance payment (HAP) as necessary according to HUD's sections 5.617 and 5.628. Changes in the rent calculation resulting from the re-examination should be reflected on the rental or HAP register.

The Housing Authority is required to submit form 50058 electronically to HUD each time the Housing Authority has an admission or re-examination. The resident files must contain the form 50058 as well as the following pertinent information: social security cards and birth certificates for all members on the lease and third party income verification. The form 50058 calculation must agree to the rent or HAP register.

Criteria used: In testing 10 resident files, the following exceptions were noted:

- 12 instances of no birth certificates or social security cards for all members on the lease
- 3 instances of no re-exam performed during the audit period
- 3 instances where the rental register did not agree to the rent calculation on the form 50058
- 1 instance where the income did not have third party verification
- 4 instances where the family payment standard per form 50058 did not agree to the payment standard per both rent and
- 1 instance where the HAP payment per rent calculation per form 50058 could not be traced to the HAP register.

Findings asserted (issue and effect):

Case: The Housing Authority does not have procedures established to ensure all re-examinations are being performed correctly and that all pertinent information is accounted for in the resident files.

Effect: Some resident files do not meet federal guidelines.

The Housing Authority of the City of Lafayette
Schedule of Findings and Questioned Costs
As of and for the Year Ended September 30, 2003

PART III - Findings and questioned costs for federal awards which are required to be reported under OMB Circular No. A-133 Section 500(a):

Recommendations to prevent future occurrences: The Housing Authority should establish procedures to review rental files for completeness and accuracy of rental calculations.

Reference # and title: **80-27** **Federal Awards By Major Categories**

Federal program and specific federal award identification:

FEDERAL GRANTOR/ PROGRAM NAME	CFDA Number	Award Year
United States Department of Housing and Urban Development Public and Indian Housing	14.850	2001

Criteria or specific requirement: The Housing Authority is required to electronically submit the Management Assessment System (MAS) to the Real Estate Assessment Center (REAC). The critical information submitted reflects the unit turnover, work orders, annual inspections, and security.

Condition found: The MAS information submitted to REAC was reviewed along with supporting documentation. The documentation provided for the unit turnover and work orders did not agree to the information submitted. No documentation was provided to support the information submitted concerning the annual inspections and security matters.

Possible avoided effect issues and effects:

Costs: The auditor was unable to determine the costs.

Other: The Housing Authority submitted information to REAC that may result in an inaccurate score on the MAS.

Recommendations to prevent future occurrences: The Housing Authority should review all supporting documentation before submitting information to REAC to ensure that the data is accurate. All supporting documentation should be retained in a file together for easy access.

Reference # and title: **80-27** **Documentation for Capital Fund Requests**

Federal program and specific federal award identification:

FEDERAL GRANTOR/ PROGRAM NAME	CFDA Number	Award Year
United States Department of Housing and Urban Development Public and Indian Housing	14.872	2000, 2001, 2002, 2003

Criteria or specific requirement: Requests for the capital fund program should have documentation attached to support all items requested. Requests should be traceable to the general ledger.

Condition found: Presently, there is no procedure in place to ensure the statements requested for reimbursement agree with the posting in the general ledger. Also, requests for reimbursement files do not include documentation for all items requested.

The Planning Authority of the City of Lafayette
Schedule of Findings and Questioned Costs
As of and for the Year Ended September 30, 2003

PART III - Findings and questioned costs for federal awards which are required to be reported under OMB Circular No. A-133 Section 310(a):

Health services office (general office)

Gap: The Planning Authority does not have established procedures for reconciling expenses in the general ledger and creating documentation for requests.

Effect: Files for capital funds do not have all documentation included. The general ledger balances did not agree to the requests for reimbursement. Numerous entries were made to reconcile requests to the general ledger.

Recommendation to prevent future occurrence: Requests should not be made until all documentation is complete. Procedures should be established to reconcile capital fund disbursements to the general ledger on a monthly basis. Capital funds should be accounted for in a fund separate from the general fund.

The Housing Authority of the City of Lafayette
Summary Schedule of Prior Audit Findings
September 28, 2000

Finding reference number: 82-F1 **Unlocks Audit Submissions**

Initially occurred: September 26, 2000.

Condition: Louisiana Revised Statute 1764:8.3-2(4)(1) requires the audits to be completed and submitted to the Louisiana Legislative Auditor within six months of the Housing Authority's year end.

The Housing Authority's audits were not completed and submitted to the Louisiana Legislative Auditor by March 11, 2001.

Corrective action taken: The audit reports for year end September 30, 2000 were submitted directly to the Louisiana Legislative Auditor.

Finding reference number: 81-F1 **Tenant Security Deposit Register**

Initially occurred: September 26, 2000.

Condition: Generally accepted practice requires detailed printed documentation of all income sheet account balances.

The Housing Authority did not print and retain a tenant security deposit register at any point during the year.

Corrective action taken: The Housing Authority provided the proper documentation for the tenant security deposit for fiscal year September 30, 2001.

Finding reference number: 81-F2 **Timely Financial Information**

Initially occurred: September 19, 2000.

Condition: Financial statements must be timely and accurate to be useful for managing operations and to permit the auditor to properly plan and perform the audit. Different revenue streams and the related expenses should be reported in a separate fund when combining funds presents an analysis problem with respect to budget comparison and compliance with contract requirements. Auditors requested information must be timely to permit the auditor to properly and efficiently plan and perform the audit.

Financial Statements Not Timely: The monthly financial statements during the fiscal year were prepared chronically late. The average delay for each program is as follows:

Public Housing	4 months late
HCY	8 months late
LLBMC	12 months late

Section 8 and Lafayette Low Income Housing Management Corporation (LLBMC) financials were not submitted to the auditor until the week of April 28, 2001, the week before fieldwork.

As of May 4 2000, the Section 8 general ledger was not closed for October 2000 through April 2001. The Housing Authority operated eight months without financial statements for this program.

Problems With Financial Statements: The Section 8 balance sheet was out of balance by \$6,000.

LLBMC financials were not closed financially. Closed financials were provided May 4, 2001.

The Housing Authority of the City of Lafayette
Summary Schedule of Prior Audit Findings
September 30, 2000

Revenues and expenses generated by the Housing Authority's TRSF and CDBG accounts were recorded with the Low Rent Fund, whereas generally accepted accounting principals requires separate disclosure.

Accounts Receivable: The breakdown between tenant rent receivable and other accounts receivable from tenants as indicated by the Housing Authority may not be reasonable, as it assumes no more than one month's rent is due from each tenant and provides no method to distinguish past rent for FDIS line 126.

Data Reported by the Auditor: As of May 8, 2000, information requested by the auditor in January 2000 was not provided, including:

1. Annual general ledger
2. Bank statements
3. Bank reconciliations

Workbooks to reconcile the general ledger to the FDS were not provided to the auditor as of May 8, 2000.

When the auditor arrived on Monday, May 5, 2000, much of the previously requested documentation was ready and waiting.

The following items were fixed the week before fieldwork:

1. Section 8 financials
2. LEHRC financials (not closed)
3. Employer's Quarterly Wage Reports
4. List of attorneys

This did not leave sufficient time for evaluation.

Several schedules including accounts payable and compensated absences provided to the auditor did not agree with the financials.

Communication Issues: The Housing Authority had the books up to date and all information requested by the auditor was ready prior to the auditor's fieldwork.

Fiscal reference number: **00-14 Robert Curran**

Initially occurred: September 30, 2000.

Condition: Proper internal control procedures include monitoring the budget and amending the budget when it becomes apparent that actual revenues will be significantly lower than budgeted and actual expenses will be significantly higher than budgeted.

The Housing Authority of the City of Lafayette
Summary Schedule of Prior Audit Findings
September 30, 2003

The Housing Authority had significant budget variances greater than five percent as follows:

Overhead rental	\$ 23,210	6.4%
Interest income	(6,847)	23.0%
Other income	300,270	289.8%
Training expense	(7,833)	41.3%
Security expense	(77,344)	489.7%
Maintenance	(25,843)	49.6%
Contract costs	(24,896)	25.1%
Employee benefits	(99,750)	24.9%
Net rental receipts	(144,883)	152.7%

Corrective action taken: The budget to actual expenses are monitored during the year.

Entity reference number: 02-03 **Fiscal Asset Listing**

Initially processed: Unknown.

Condition: Proper internal control procedures include maintaining a detailed list of fixed assets and depreciation calculations and retaining supporting documentation for all asset balances. LSA-R.S. 24:20(3) requires the authority to maintain records of all fixed assets purchased or otherwise acquired.

The Housing Authority could not provide sufficient evidence to support fixed assets and accumulated depreciation stated as \$11,754,383 and \$46,638,477, respectively.

Corrective action taken: The Housing Authority was able to provide and substantiate the fixed asset listing and depreciation schedule for fiscal year-end September 30, 2003.

Entity reference number: 02-03 **Test of Waiting List**

Initially processed: September 30, 2002.

Condition: The OMB Circular A-111-Compliance Supplement requires that the Housing Authority document that its rent selection policies were followed in selected applicants from the waiting list.

The auditor was unable to test the waiting list in the manner required by the OMB A-110 Compliance Supplement because the list was not printed and tested periodically throughout the year.

Corrective action taken: Documentation for selection of applicants from the waiting list was retained during the year.

The Housing Authority of the City of Lafayette
Summary Schedule of Prior Audit Findings
September 30, 2003

Finding reference number: **IS-01** **Physical Inventory**

Initial occurrence: September 18, 2000.

Condition: The OIG's Circular A-113 Compliance Supplement requires the authority to follow the A-100 General Rule for equipment acquired under federal awards received directly from a federal awarding agency. The A-100 General Rule requires maintenance of equipment records, a physical inventory of equipment taken once every two years (recorded in the equipment records), and the use of an appropriate control system to safeguard equipment.

The Housing Authority did not perform a physical inventory of equipment purchased with federal funds within the last two years.

Corrective action taken: The Housing Authority performed a physical inspection of inventory and all fixed assets for the year ended September 30, 2003.

The Housing Authority of the City of Lafayette
Corrective Action Plan for Current-Year Findings and Quantified Costs
September 26, 1993

Reference # and title:

82-73

Substantive Description of Finding

Condition: Incompatible functions should not be performed by one person to ensure any discrepancies will be noted in the normal course of business. In the accounting department, one employee performs the housing authority's accounts payable and payroll functions as well as signs checks with the signature stamp. There are no controls over the stamps as well as the housing authority does not have a check signing policy.

Corrective action planned: Policies and procedures are being implemented which will eliminate the need to have one person responsible for the entire check preparation process.

Research is being conducted to price check signing machines to provide control over check signing. Policies are being developed to improve controls over check signing process.

Person responsible for corrective action:

M. Walter Guillory, Executive Director
The Housing Authority of the City of Lafayette
113 Kardia Drive
Lafayette, Louisiana 70501

Telephone: 337-233-1327
Fax: 337-983-9942

Anticipated completion date: June 30, 1994.

Reference # and title:

82-73

Text of Vendor File and Disbursements

Condition: Five vendor files were tested which included a total of 46 disbursements. The following was noted:

- 22 disbursements had no supporting documentation
- 4 disbursements did not agree to the documentation amounts
- 2 disbursements were duplicate payments
- 2 disbursements included sales tax
- 4 disbursements were more than the documentation amounts and the purchase received cash back
- 1 disbursement did not have original documentation

Forty-eight vendor disbursements were tested and the following was noted:

- 4 disbursements did not have an approved signature
- 1 disbursement did not have supporting documentation
- 1 disbursement had documentation that was not recorded to prevent duplicate payments

Corrective action planned: Policies are being developed to ensure the checks are properly filed and include all supporting documents required for payments. Reviews will be conducted once payment is made.

Person responsible for corrective action:

M. Walter Guillory, Executive Director
The Housing Authority of the City of Lafayette
113 Kardia Drive
Lafayette, Louisiana 70501

Telephone: 337-233-1327
Fax: 337-983-9942

Anticipated completion date: June 30, 1994.

The Housing Authority of the City of Lafayette
Corrective Action Plan for Current Year Findings and Quantified Costs
September 30, 2003

Reference # and title: 03-03 **Independent Recertification of Berlin**

Condition: See 03-03.

Reference # and title: 03-04 **Test of Vendor Files and Reconciliation**

Condition: See 03-04.

Reference # and title: 03-05 **Utility Allowance**

Condition: HUD requires that the utility allowance be evaluated each year. If the utility rates being charged by the utility companies change 10 percent or more, then the utility allowance must be revised according to DCFPS section 962.3 ff. The Housing Authority did not evaluate the utility allowance on the rate charged by the utility companies to determine if the utility allowance needed to be revised.

Corrective action planned: A policy to implement annual review of the utility rates and utility allowance will be adopted.

Person responsible for corrective action:

Mr. Walter Guillory, Executive Director
The Housing Authority of the City of Lafayette
115 Earle Drive
Lafayette, Louisiana 70501

Telephone: 337-233-1317
Fax: 337-261-8943

Anticipated completion date: June 30, 2004.

Reference # and title: 03-06 **Problems Noted in Test of Resident Files**

Condition: In testing 30 resident files, the following exceptions were noted:

- 17 Instances of no birth certificates or social security cards for all members on the lease
- 3 Instances of the form 5005B was not performed during the audit period
- 3 Instances where the rental register did not agree to the rent calculation on the form 5001B
- 1 Instance where the income did not have third party verification
- 4 Instances where the family payment standard per form 5001B did not agree to the payment standard per bedroom size
- 1 Instance where the HAP payment per rent calculation per form 5001B could not be traced to the HAP register.

Corrective action planned:

Public Hearing

- Beginning April 12, 2004 – April 16, 2004, the Occupancy Department will check all folders for social security cards, birth certificates and/or baptismal papers. If the information is not in the folders, we will send the resident a letter and give them two weeks to turn in the information. After the two weeks, if the information is not received, we will contact the next-of-kin.
- When we have more work to do we will also give the residents two weeks to bring in the required information. The folders will not be filed until it is completed.

The Housing Authority of the City of Lafayette
Corrective Action Plan for Current-Year Findings and Quantified Costs
September 30, 2003

- After all these measures are taken and we still have not received the requested information, the issue will be placed on-going until the information is received.

Section 8

- Procedures will be implemented to ensure that all Section 8 employees who handle files will review those files for missing documents and request the missing documents from the tenants. The caseworkers who handle the lease-up applications will also make sure that all documentation that is necessary is in the folders before they are turned over to the case managers. The supervisors will select files from each case manager on Fridays to review for missing documents and correct rent calculations.
- Policies will be adopted to ensure annual transmissions.
- Procedures will be implemented to ensure accuracy of MAP.
- Procedures will be implemented to ensure that the payment standard is filed in each case consistently and accurately.

Person responsible for corrective action:

Mr. Walter Guillory, Executive Director
The Housing Authority of the City of Lafayette
115 Kattin Drive
Lafayette, Louisiana 70501

Telephone: 337-233-1327

Fax: 337-233-9914

Anticipated completion date: Immediately.

Reference # and title:

84-01

Problems in the MAAS Certification

Compliance: The Housing Authority is required to electronically submit the Management Assessment Subsystem (MAAS) to the Real Estate Assessment Center (REAC). The critical information submitted reflects the unit turnover, work orders, annual inspections, and security. The MAAS information submitted to REAC was reviewed along with supporting documentation. The documentation provided for the unit turnover and work orders did not agree to the information submitted. No documentation was provided to support the information submitted concerning the annual inspections and security sections.

Corrective action planned:

Unit Turnover: This report will be reviewed on a quarterly basis whereby prior to reporting, two members of this agency will validate the data before submitting it to REAC. All copies will be reviewed and stored in a file location for reference and future auditing purposes. These two employees will develop a check-and-balance process that will reduce the amount of error before submitting to REAC.

Work Orders: Emergency work orders will be recorded and evaluations on a quarterly basis to determine the total amount of emergency, completed, non-completed, and non-emergency work orders. All copies of the original work orders will be kept for reference and future auditing purposes. The Housing Authority will designate two employees who will develop a check-and-balance or internal control mechanism in order to reduce the amount of error prior to submitting the required data to REAC.

The Housing Authority of the City of Lafayette
Corrective Action Plan for Current Year Findings and Questioned Costs
September 26, 2004

Summary: The agency will require a quarterly report by the community policing agency in order to gather the required information. Once the data is gathered and reviewed, the Housing Authority will designate two staff members to generate a quarterly report that will validate the total amount of information gathered throughout a third year. These two employees will develop a check-and-balance process that will reduce the amount of errors.

The Housing Authority will also develop a tracking program that will require support of data and documentation to match and validate all required reporting areas under the MAGI model in RIAC.

Person responsible for corrective action:

Mr. Walter Guillory, Executive Director
The Housing Authority of the City of Lafayette
115 Karle Drive
Lafayette, Louisiana 70504

Telephone: 337-233-4327
Fax: 337-593-9942

Anticipated completion date: September 30, 2004.

Reference Fund Code

03-03

Documentation for Capital Fund Requests

Condition: Requests for the capital fund program should have documentation attached to support all items requested. Requests should be receivable in the general ledger.

Presently, there is no procedure in place to ensure that reimbursements requested for reimbursement agree with the posting in the general ledger. Also, requests for reimbursement files do not include documentation for all items requested.

Corrective action planned: Capital fund voucher files located in the accounting department will consist of original invoices for all purchases along with the draw down request statements. The original invoices will be cancelled to prevent duplicate payment.

Reconciliation of capital fund disbursements to general ledger postings will be done monthly. Prior months will be reconciled.

A technical assistance request will be made to Treasury under with the creation of a separate general ledger fund for the grant programs.

Person responsible for corrective action:

Mr. Walter Guillory, Executive Director
The Housing Authority of the City of Lafayette
115 Karle Drive
Lafayette, Louisiana 70504

Telephone: 337-233-4327
Fax: 337-593-9942

Anticipated completion date: Immediately.