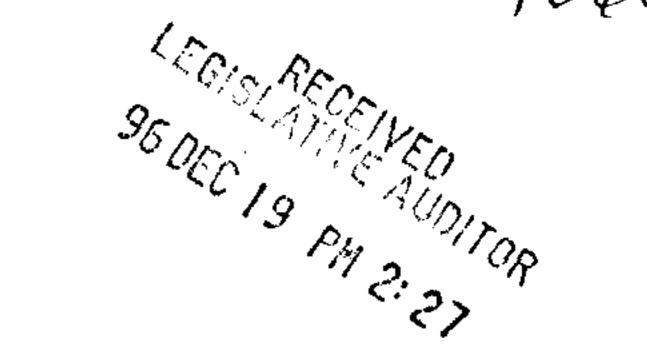
4000

OFFICIAL FILE COPY

DO NOT SEND OUT

(Xerox necessary copies from this copy and PLACE RACK in FILE)



Housing Authority of the Town of Logansport Logansport, Louisiana

Financial Statements and Supplemental Financial Information Year Ended June 30, 1996 with Reports of Certified Public Accountants on Financial and Compliance Examination

under provisions of state law, this report is a public document. A copy of the report has been submitted to the audited, as a swiewed, entity and can 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 FEB 2 6 1997

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

TABLE OF CONTENTS

Financial Section	PAG
i illusitoidi QCCIQII	3
Independent Auditors' Report	4
General Purpose Financial Statements	5
Combined Balance Sheet - All Fund Types and Account Groups Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - All Governmental	6
Fund Types Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual - All Governmental Fund Types	7 8
Notes to the Financial Statements	9
Supplemental Financial Information	14
Schedule of Federal Financial Assistance	15
Supplemental Financial Information - Statutory Basis	16
Balance Sheet - Statutory Basis Statement of Income and Expenses - Statutory Basis - Owned Housing Program Analysis of Surplus - Statutory Basis Computation of Residual Receipts and Accruing Annual Contributions - Owned Housing Program Schedule of Modernization Costs - Uncompleted Analysis of General Fund Cash Balance Adjusting Journal Entries	17 18 19 20 21 22 23
Non-Financial Section	24
Independent Auditors' Report on Compliance Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	25
Independent Auditors' Report on Compliance with General Requirements Applicable to Federal Financial Assistance Programs	26
Independent Auditors' Report on Compliance with Specific Requirements Applicable to Nonmajor Federal Financial Assistance Program Transactions	27
Independent Auditors' Report on the Internal Control Structure Based on an Audit of General Purpose Financial Statements Performed in Accordance with Government Auditing Standards Independent Auditors' Report on the Internal Control Structure Used in Administering Federal	28
Financial Assistance Programs Independent Auditors' Schedule of Findings and Questioned Costs	30
Independent Auditors' General Comments	32 34

FINANCIAL SECTION

.



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

L. Scott Rose, CPA

Independent Auditors' Report

Board of Commissioners
Housing Authority of the Town of Logansport
Box 470
Logansport, LA 71049

We have audited the accompanying general purpose financial statements of Housing Authority of the Town of Logansport as of June 30, 1996, and for the year then ended. These general purpose financial statements and the supplemental financial information and supplemental financial information - statutory basis referred to below are the responsibility of the authority's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and <u>Government Auditing Standards</u> issued by the Comptroller of the United States, and the provisions of Office of Management and Budget (OMB) Circular A-128, "Audits of State and Local Governments". Those standards and OMB Circular A-128 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.

As discussed in Note 1 to the financial statements, in the current year the authority implemented financial reporting under generally accepted accounting principles and discontinued regulatory basis financial reporting.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Housing Authority of the Town of Logansport as of June 30, 1996, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with <u>Government Auditing Standards</u>, we have also issued a report dated October 14, 1996 on our consideration of Housing Authority of the Town of Logansport's internal control structure and a report dated October 14, 1996 on its compliance with laws and regulations.

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

October 14, 1996

Van Rheenen & Miller, Ltd.

VanRheenen & Miller, Ltd.

Certified Public Accountants

GENERAL PURPOSE FINANCIAL STATEMENTS

Combined Balance Sheet - All Fund Types and Account Groups June 30, 1996

Governmental	Fund	Турев
--------------	------	-------

Account Groups

			 -									
		Special Revenue		Debt Service		Capital Projects	-	General Fixed Assets		General Long-term Debt	_	Memo Totals 1996
ASSETS AND OTHER DEBITS	-		 -			··		······································				
Assets:												
Cash	\$	10,838.3	0 \$.0	0 \$.00	. :	l o				
Investments		10,000.0	0	.01	D	.00			•		_	10,838.3
Receivables:								- 00	,	.00)	10,000.0
Accounts		1,846.5	0	.00	0	.00		.00			_	
Other governments		.0	0	14,909.97	7	.00		.00		.00		1,846.5
Other		7.0	D	.00	0	.00		.00		.00		14,909.9
Due from other funds		.00	0	.00)	37.65		.00		.00		7.0
Prepaid items		2,854.5	D	.00)	.00		.00		.00		37.6
Restricted assets:								•00	l	.00)	2,854.50
Cash		.00)	253.17	, .	.00		0.0				
Fixed assets		.00)	.00)	.00		.00		.00	l	253,17
Other debits:						100		599,573.24		-00		599,573.24
Amount avail. in debt service fund		-00)	.00)	00						
Amt. to be provided for retirement	-					.00		.00		15,163.14		15,163.14
of general long term debt	-	.00	, 	.00	•	.00		.00		127,165.88		127,165.86
TOTAL ASSETS AND OTHER DEBITS	\$	25,546,30	- <u>-</u>	15,163.14	-· <u>-</u>	37.65	•	599,573.24	- <u>-</u>	142,329.02		······
	=		= ==		== <u>-</u>		<u> </u>				\$	
	==		= ==		=: <u>==</u>	<u> </u>	<u></u>	· · · · · · · · · · · · · · · · · · ·	=		= ==	782,649.35
LIABILITIES, EQUITY, AND OTHER CREDIT	==		= ==		= :	.	==		<u> </u>		= ==	
LIABILITIES, EQUITY, AND OTHER CREDIT	==		= ==		= :	•	==		<u>-</u>		= ===	
LIABILITIES, EQUITY, AND OTHER CREDIT	==		= ==		=	•	==		·		= =:= ;	
LIABILITIES, EQUITY, AND OTHER CREDIT Liabilities: Accounts payable: Trade	TS \$	3,581.35	= === \$.00	=: == <u></u>		•		<u> </u>		= ==	
IABILITIES, EQUITY, AND OTHER CREDIT iabilities: Accounts payable: Trade Other governments		3,581.35 .00	*	.00	•	.00	\$.00	· ==	.00	= =:=:	3,581.35
IABILITIES, EQUITY, AND OTHER CREDIT iabilities: Accounts payable: Trade		.00	·	-00	•	.00 37.65	\$.00	·		= =:=:	3,581.35
LIABILITIES, EQUITY, AND OTHER CREDIT Liabilities: Accounts payable: Trade Other governments		-	·	.00	•	.00 37.65 .00	\$.00	* =	.00	= =:=:	3,581.35
LIABILITIES, EQUITY, AND OTHER CREDIT Liabilities: Accounts payable: Trade Other governments Security deposits Due to other funds Accrued PILOT		.00 1,316.05	·	.00	•	.00 37.65 .00	\$.00	* =	.00	= =:=:	3,581.35 37.65
LIABILITIES, EQUITY, AND OTHER CREDIT iabilities: Accounts payable: Trade Other governments Security deposits Due to other funds		.00 1,316.05 37.65 2,950.31	·	.00 .00 .00	•	.00 37.65 .00 .00	\$.00	*	.00	= =:=:	3,581.35 37.65 1,316.05
ABILITIES, EQUITY, AND OTHER CREDIT iabilities: Accounts payable: Trade Other governments Security deposits Due to other funds Accrued PILOT Pixed liabilities		.00 1,316.05 37.65 2,950.31 .00	·	.00	•	.00 37.65 .00	\$.00	*	.00	= =:=:	3,581.35 37.65 1,316.05 37.65
Accrued PILOT		.00 1,316.05 37.65 2,950.31	·	.00 .00 .00	•	.00 37.65 .00 .00		.00	*	.00 .00 .00 .00	= =:=:	3,581.35 37.65 1,316.05 37.65 2,950.31
LIABILITIES, EQUITY, AND OTHER CREDIT Liabilities: Accounts payable: Trade Other governments Security deposits Due to other funds Accrued PILOT Pixed liabilities Total liabilities		.00 1,316.05 37.65 2,950.31 .00	· .	.00 .00 .00 .00	·	.00 37.65 .00 .00		.00		.00 .00 .00 .00 .00	= =:=:	3,581.35 37.65 1,316.05 37.65 2,950.31 142,329.02
Accounts payable: Trade Other governments Security deposits Due to other funds Accrued PILOT Pixed liabilities Total liabilities	\$.00 1,316.05 37.65 2,950.31 .00 7,885.36	· .	.00 .00 .00 .00	·	.00 37.65 .00 .00		.00		.00 .00 .00 .00 .00	= =:=:	3,581.35 37.65 1,316.05 37.65 2,950.31 142,329.02
ACCOUNTS payable: Trade Other governments Security deposits Due to other funds Accrued PILAY Pixed liabilities Total liabilities puity and Other Credits: Investment in general fixed assets		.00 1,316.05 37.65 2,950.31 .00 7,885.36	· .	.00	·	.00 37.65 .00 .00 .00		.00	\$.00 .00 .00 .00 .00 142,329.02	*	3,581.35 37.65 1,316.05 37.65 2,950.31 142,329.02
JABILITIES, EQUITY, AND OTHER CREDIT iabilities: Accounts payable: Trade Other governments Security deposits Due to other funds Accrued PILAY Pixed liabilities Total liabilities puity and Other Credits: Investment in general fixed assets Fund balances:	\$.00 1,316.05 37.65 2,950.31 .00 7,885.36	\$.00	\$.00 37.65 .00 .00 .00	\$.00	\$.00 .00 .00 .00 .00 142,329.02	= =:=:	3,581.35 37.65 1,316.05 37.65 2,950.31 142,329.02
JABILITIES, EQUITY, AND OTHER CREDIT debilities: Accounts payable: Trade Other governments Security deposits Due to other funds Accrued PILAT Pixed liabilities Total liabilities puity and Other Credits: Investment in general fixed assets Fund balances: Reserved for debt service	\$.00 1,316.05 37.65 2,950.31 .00 7,885.36	\$.00	\$.00 37.65 .00 .00 .00	\$.00 .00 .00 .00	\$.00 .00 .00 .00 .00 142,329.02	*	3,581.35 37.65 1,316.05 37.65 2,950.31 142,329.02 150,252.03
Accounts payable: Trade Other governments Security deposits Due to other funds Accrued PILAY Pixed liabilities Total liabilities Total liabilities Fund balances: Reserved for debt service Reserved for prepaids	\$.00 1,316.05 37.65 2,950.31 .00 7,885.36	\$.00	\$.00 37.65 .00 .00 .00	\$.00 .00 .00 .00	\$.00 .00 .00 .00 .00 .142,329.02 .00	*	3,581.35 37.65 1,316.05 37.65 2,950.31 142,329.02 150,252.03
JABILITIES, EQUITY, AND OTHER CREDIT isbilities: Accounts payable: Trade Other governments Security deposits Due to other funds Accrued PILAT Pixed liabilities Total liabilities puity and Other Credits: Investment in general fixed assets Fund balances: Reserved for debt service	\$.00 1,316.05 37.65 2,950.31 .00 7,885.36	\$.00 .00 .00 .00	\$.00 37.65 .00 .00 .00	\$.00 .00 .00 .00	\$.00 .00 .00 .00 .00 142,329.02	*	3,581.35 37.65 1,316.05 37.65 2,950.31 142,329.02 150,252.03
LIABILITIES, EQUITY, AND OTHER CREDIT Liabilities: Accounts payable: Trade Other governments Security deposits Due to other funds Accrued PILOT Pixed liabilities Total liabilities Total liabilities Fund balances: Reserved for debt service Reserved for prepaids	\$.00 1,316.05 37.65 2,950.31 .00 7,885.36	\$.00 .00 .00 .00	\$.00 .00 .00 .00 .00	\$.00 .00 .00 .00	\$.00 .00 .00 .00 .00 .142,329.02 .00 .00 .00	*	3,581.35 37.65 1,316.05 37.65 2,950.31 142,329.02 150,252.03
LIABILITIES, EQUITY, AND OTHER CREDITS Liabilities: Accounts payable: Trade Other governments Security deposits Due to other funds Accrued PILOT Pixed liabilities Total liabilities Total liabilities fund balances: Reserved for debt service Reserved for prepaids Unreserved, undesignated	\$.00 1,316.05 37.65 2,950.31 .00 7,885.36 .00 .00 .00 2,854.50 14,806.44	;	.00 .00 .00 .00	\$.00 .00 .00 .00 .00	\$.00 .00 .00 .00	\$.00 .00 .00 .00 .00 142,329.02 .00 .00 .00	*	3,581.35 37.65 1,316.05 37.65 2,950.31 142,329.02 150,252.03 599,573.24 15,163.14 2,854.50 14,806.44

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

Combined Statement of Revenues, Expenditures, and Changes in Fund Balances-All Governmental Fund Types Year Ended June 30, 1996

Governmental Fund Types

Revenues:	 Special Revenue		Debt Service		Capital Projects	<u>-</u> -	Memo Totals 1996
Rents Operational subsidies/grants Interest Miscellaneous	\$ 26,292.88 32,057.00 493.95 382.24	•	.00 14,909.97 .00	\$.00 2,740.91 .00 .00	\$	26,292.88 49,707.88 493.95 382.24
Total Revenues	\$ 59,226.07	\$	14,909.97	\$	2,740.91	\$	76,876.95
Expenditures Current: Housing operations Capital outlay	\$ 54,880.08 2,644.63	\$.00	\$.00	\$	54,880.08
Debt service: Principal Interest	 .00	•••	10,292.97 4,806.66		.00		5,385.54 10,292.97 4,806.66
Total Expenditures	\$ 57,524.71	\$	15,099.63	\$	2,740.91	\$	75,365.25
Excess of Revenues and Sources over (under) Expenditures and Uses Fund Balance, beginning of period	\$ 1,701.36 15,959.58	\$ {	189.66) 15,352.80	\$.00	\$	1,511.70 31,312.38
Fund Balance, end of period	\$ 17,660.94	\$	15,163.14	\$.00	\$	32,824.08

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

Combined Statement of Revenues, Expenditures, and Changes in Fund Balances-Budget and Actual - All Governmental Fund Types
Year Ended June 30, 1996

Special Revenue Funds

	•						
			Budget		Actual		Variance Favorable Ifavorable>
Revenues:					T		
Rents		\$	18,480.00	\$	26,292.88	\$	7,812.88
Operational subsidies/grants			32,057.00		32,057.00		.00
Interest			1,220.00		493.95	(726.05)
Miscellaneous			250.00		382.24		132.24
Total Revenues		\$	52,007.00	\$	59,226.07	\$	7,219.07
							
Expenditures							
Current: Administrative salaries		\$	7,000.00	\$	6,200.00	\$	800.00
Professional fees			2,180.00		2,120.00	ŕ	60.00
Travel			2,420.00		4,110.59	(1,690.59)
Sundry administration			1,440.00		3,094.90	(1,654.90)
Utilities			10,160.00		10,538.19	(378.19)
Maintenance salaries			6,240.00		7,540.00	(1,300.00)
Maintenance materials			4,800.00		6,003.98	(1,203.98)
Other maintenance costs			6,140.00		5,562.59		577.41
Insurance			4,740.00		5,263.90	(523.90)
PILOI'			830.00		1,672.74	(842.74)
Employee benefits			4,200.00		2,773.19		1,426.81
Capital expenditures			4,980.00		2,644.63		2,335.37
Total Expenditures		\$	55,130.00	\$	57,524.71	\$ (2,394.71)
Excess of Revenues and Sources over							
<pre><under> Expenditures and Uses</under></pre>		\$ (3,123.00)	s	1,701.36	s	4,824.36
				•	2,,02130		-,024.50
Fund Balance, beginning of period					15,959.58		
Fund Balance, end of period				\$	17,660.94		

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

Notes to the Financial Statements June 30, 1996

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. <u>Organization</u>. The entity is chartered as a public corporation for the purpose of administering housing programs for low income families.

Under the United States Housing Act of 1937, as amended, the U.S. Department of Housing and Urban Development (HUD) has direct responsibility for administering low income housing programs in the United States. Accordingly, HUD has contracted with the entity to administer certain HUD funds.

B. <u>Financial reporting</u>. The financial reporting policies of the entity conform to generally accepted accounting principles.

Specific accounting policies. The following is a summary of significant accounting policies:

- 1. <u>Financial reporting entity</u>. The entity is a public corporation, legally separate and fiscally independent. As required by generally accepted accounting principles, these financial statements present the financial position and results of operations of Housing Authority of the Town of Logansport, a primary government. There are no component units to be included herewith, but this report does include all funds, account groups, and programs which are controlled by the entity's governing body.
- <u>Fund accounting</u>. The accounts of the entity are organized on the basis of funds or account groups, each of which is considered to be a separate accounting unit. The operations of each fund are reported as a separate set of self-balancing accounts which are comprised of each fund's assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Resources are allocated to and for individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into one generic fund type (governmental) and the following broad fund categories:

Governmental Fund Types

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

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

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

Special reporting treatment is also applied in governmental funds when prepaid items are present to indicate that they do not represent "available spendable resources", even though they are a component of net current assets. Such amounts are offset by fund balance reserve accounts.

Notes to the Financial Statements (Continued) June 30, 1996

3. Fixed assets and long-term liabilities. The accounting and reporting treatment applied to fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. All governmental fund types are accounted for on a spending "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spending resources" during a period.

Fixed assets used in governmental fund type operations are accounted for in the General Fixed Assets Account Group. No depreciation has been provided on such assets.

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated assets are valued at their estimated fair value on the date donated. The entity does capitalize any "infrastructure" assets (streets, curbs, sidewalks, drainage system, and similar assets that are immovable) which are paid for by the entity. During project development, interest expenditures were capitalized under pre-1987 financing arrangements. Post-1986 capital projects are being financed by grants from HUD. Consequently, there are no interest expenditures to capitalize. Subsequent to financed developments, interest expenditures are not accrued but are recorded when paid.

Long-term liabilities expected to be financed from governmental fund types are accounted for in the General Long-Term Debt Account Group. Expenditures related to such debt are reflected in the Debt Service Fund.

The two above-named account groups are not "funds". They are concerned only with the measurement of financial position. They are not involved with the measurement of results of operations.

4. <u>Basis of accounting</u>. All governmental fund types are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. All significant revenue sources are susceptible to accrual.

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

Vested and earned vacation and sick leave that are not accrued are reported in the general long-term debt account group. No expenditure is reported for those amounts. No liability is recorded for nonvesting accumulating rights to receive sick pay benefits.

The entity does not utilize encumbrance accounting.

In the current year, the authority implemented financial reporting under generally accepted accounting principles and discontinued regulatory basis financial reporting.

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

Notes to the Financial Statements (Continued) June 30, 1996

- c. Annual Contributions and subsidies earned and/or received from HUD are recorded as contributions to surplus and are not included in the Statement of Income and Expenses.
- d. Items of routinely recurring expenses are recognized when paid and are therefore not accrued.
- e. Premiums and/or discounts on bonds are recognized in income or expense in the year bonds are sold.
- f. The cost of accumulated unpaid vacation and sick leave is not accrued.
- g. Financial statement formats vary from GAAP.
- The entity does not utilize encumbrance accounting.
- i. Expenditures under HUD's Comprehensive Improvements Assistance Program (CIAP) and similar forerunner programs are fully capitalized, notwithstanding the fact that expenditures are normally a mixture of repairs, replacements and improvements. Consequently, some amounts represented as Fixed Assets may include costs substantially in excess of value.
- j. During project development, interest expenditures are capitalized under pre-1987 financing agreements. Post-1986 capital projects are being financed by grants from HUD. Consequently, there are no interest expenditures to capitalize. Subsequent to completion of Pre-1987 financed developments, interest expenditures are not accrued but are recognized when paid.
- 6. <u>Comparative data</u>. Comparative total data for the prior year have not been presented in the accompanying financial statements due to the conversion to generally accepted accounting principles financial reporting from statutory reporting in the prior fiscal year.
- 7. Total columns on combined statements. Total columns on the combined statements are captioned Memo Totals to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.
- C. <u>Budget</u>. The entity follows these procedures in establishing the budgetary data reflected in the financial statements:
 - The entity prepares annual budgets for each fund (except Debt Service Fund and the Capital Projects Fund). Prior to the beginning of each budget year, the entity's annual budget is approved by the entity's governing body. Budgetary amendments require approval by the governing body. Budget amounts shown in the financial statements are the final authorized amounts for the year. All budgetary appropriations lapse at the end of each fiscal year.
 - Budgets for the Capital Projects Fund are prepared on a project-life basis rather than on an annual basis and, therefore, have been omitted from the accompanying financial statements.
 - 3. Budgets for the Debt Service Fund are not prepared inasmuch as all revenues and expenditures of this fund are controlled by and processed by HUD. The entity records Debt Service Fund transactions from documents supplied by HUD.
- D. <u>Income taxes</u>. The entity is not subject to federal or state income taxes.
- E. <u>Cash and cash equivalents</u>. The entity defines cash to include certificates of deposit, money market funds, savings accounts, and demand deposits, and other short-term securities with maturities of three months or less. Consequently, the cost, carrying value, and market value are equivalent.

Notes to the Financial Statements (Continued)
June 30, 1996

NOTE 2 - CASH DEPOSITS WITH FINANCIAL INSTITUTIONS

It is the entity's policy for deposits to be secured by collateral valued at market or par, whichever is lower, less the amount of the Federal Deposit Insurance Corporation insurance. The entity's deposits are categorized to give an indication of the level of risk assumed by the entity at June 30, 1996. 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.

Cash Deposits, categorized by level of risk, are:

			C	ategory	· · · · · · · · · · · · · · · · · · ·	
Total Bank Balances		1		2		3
\$ 24,651.45	<u>\$</u>	24,651.45	\$.00	<u>\$</u>	.00

NOTE 3 - RESTRICTED CASH

Restricted cash consists of the following:

	Owned Housing
	Program
Debt Service Fund	\$ 253.17

NOTE 4 - INTERFUND RECEIVABLES AND PAYABLES

The following schedule as of June 30, 1996 represents interfund receivables and payables:

Fund Type	Interi Receiv			terfund ayables
Special Revenue: Owned Housing	\$.00	\$	37.65
Capital Projects		37.65	·	.00
Total	\$	37.65	\$	37.65

NOTE 5 - FIXED ASSETS

Changes in fixed assets are as follows:

	В	eg. of Period	 Additions	Del	etions	E	nd of Period
Land, land impvts.	\$	100,177.87	\$.00	\$.00	\$	100,177.87
Building		226,943.43	.00		.00		226,943.43
Equipment		19,844.96	2,644.63		.00		22,489.59
Const. in progress		247,221.44	 2,740.91		.00		249,962.35
Total	\$	594,187.70	\$ 5,385.54	\$.00	\$	599,573.24

Notes to the Financial Statements (Continued)
June 30, 1996

Construction in progress is composed of expenditures related to major renovation of certain buildings owned by the entity, said renovation having a planned total cost of \$340,000.00 to be fully financed by grants from HUD.

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

NOTE 6 - FIXED LIABILITIES

Fixed liabilities consist of the following:

	Rate	Balance
HUD notes payable Bonds payable, June 1, 1965 series	various 3.625%	\$ 20,024.34 122,304.68
Total		\$ 142,329.02

Interset

Dringing

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

The bonds mature in series annually in varying amounts with the final maturity date in 2006. All required debt service to maturity on the bonds, including principal and interest, is payable by HUD under a debt service contract with the entity.

Changes in fixed liabilities are as follows:

	HUD Notes		Bonds		 Total
Bal., beg of period	\$	20,024.34	\$	132,597.65	\$ 152,621.99
Principal retirement		.00		(10,292.97)	 (10,292.97)
Bal., end of period	\$	20,024.34	\$	122,304.68	\$ 142,329.02

Scheduled retirements of fixed liabilities are as follows:

	 Bonds	 Interest	 Total
Within one year	\$ 10,292.97	\$ 4,433.54	\$ 14,726.51
Within second year	10,898.44	4,060.42	14,958.86
Within third year	11,503.91	3,665.35	15,169.26
Within fourth year	11,503.91	3,248.34	14,752.25
Within fifth year	12,109.38	2,831.32	14,940.70
Thereafter	65,996.07	7,264.85	73,260.92

NOTE 7- CONTINGENCIES

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

SUPPLEMENTAL FINANCIAL INFORMATION

Sousing Authority of the Town of Logansport Logansport, Louislana

Schedule of Federal Financial Assistance Year Ended June 30, 1996

				Current		Balance						
				Year	Æ	Beginning of		Grant				Balance
	Grant	Federal		Program	χe	Year - Cash/	æ	Receipts or		Grant	ы	End of Year
Federal Grantor/	ΙΩ	CFDA		or Award	%	Receivable/		Revenue	Ω	Disbursements/	Cas	Cash/Receivable
Program Title	Number	Number		Amount	_	(Payable)		Recognized		Expenditures		(Payable)
U.S. Department of Housing 6	& Urban Devel	Development							İ			
Direct Programs:												
Low-Income Housing												
Annual Contribution	FW-606	14.850	*	14,909.97	V 3	14,909.97	**	14,909.97	61	14,909.97	**	14,909.97
Operating Subsidies	FW-606	14.850		32,057.00		00.		32,057.00		32,057.00		00.
Total Low-Income Housing	מל			46,966.97	, ,	14,909.97		46,966.97	.,	46,966.97		14,909.97
CIAP 901	FW-606	14.852		00.		22,094.95		24,873.51		2,740.91		37.65)
CIAP 904	FW-606	14.852		90,000,06		8.		00.		8.		00.
Total HUD and Grand Total	a]			136,966.97		37,004.92	.,	71,840.48	5	49,707.88		14,872.32

SUPPLEMENTAL FINANCIAL INFORMATION - STATUTORY BASIS

Balance Sheet - Statutory Basis June 30, 1996

Annual Contributions Contract FW-606

Assets

Cash	\$ 10,838.30
Accounts receivable-tenants	1,846.50
Accounts receivable-other	7.00
Prepaid insurance	2,854.50
Investments	10,000.00
Debt amortization funds	15,163.14
Fixed assets	599,573.24
Total Assets	\$ 640,282.68
Liabilities and Surplus	
Tenants' security deposits	\$ 1,316.05
Accounts payable-other	3,224.93
Accrued and withheld payroll taxes	356.42
Accrued PILOT	2,950.31
Fixed liabilities	142,329.02
Total liabilities	\$ 150,176.73
Surplus	490,105.95
Total Liabilities and Surplus	\$ 640,282.68

Statement of Income and Expenses - Statutory Basis Owned Housing Program Year Ended June 30, 1996

Operating income		
Dwelling rental	\$	26,292.88
Interest on general fund investments		493.95
Other income		14.00
Total operating income	\$	26,800.83
Operating Expenses		
Administration	\$	15,525.49
Utilities		10,538.19
Ordinary maintenance and operation		16,982.75
General expense		9,709.83
Nonroutine maintenance		2,123.82
Total operating expenses	\$	54,880.08
N∈t operating income (loss) before other items	\$ (28,079.25)
Other charges (credits)		
Interest expense	\$	4,806.66
Prior year adjustments affecting RR	(47.24)
Prior year adjustments not affecting RR		60.00
Total other charges (credits)	\$	4,819.42
Net Income (Loss)	\$ (32,898.67)

Analysis of Surplus - Statutory Basis Year Ended June 30, 1996

Unreserved surplus		
Balance per 6-30-95 audit	\$ (522,381.80)
Prior audit AJEs subsequently booked		381.00
Net income (loss) FYE 6-30-96	(32,898.67)
OR provision FYE 6-30-96	(4,605.29)
Balance at 6-30-96	\$ (559,504.76)
Reserved surplus		
Balance per 6-30-95 audit	\$	16,280.58
OR provision FYE 6-30-96		4,605.29
Balance at 6-30-96	\$	20,885.87
Cumulative contributions from HUD	<u></u>	
Balance per 6-30-95 audit	\$	731,757.87
Contribution FYE 6-30-96		14,909.97
Operating subsidy FYE 6-30-96		32,057.00
Balance at 6-30-96	\$	778,724.84
Grants from HUD		
Balance per 6-30-95 audit	\$	225,126.49
Grants FYE 6-30-96		24,873.51
Balance at 6-30-96	\$	250,000.00
Total Surplus	\$ 	490,105.95

Computation of Residual Receipts and Accruing Annual Contributions Owned Housing Program Year Ended June 30, 1996

Computation of Residual Receipts		
Operating receipts		
Operating income	\$	26,800.83
HUD operating subsidy		32,057.00
Prior year adjustments affecting residual receipts		47.24
Total operating receipts	\$	58,905.07
Operating expenditures		
Operating expenses	\$	54,880.08
Capital expenditures		2,644.63
Total operating expenditures	\$ 	57,524.71
RR before provision for reserve, per audit	\$	1,380.36
Audit adjustments (backed out)		3,224.93
RR before provision for reserve, per PHA		4,605.29
Provision for operating reserve	(4,605.29)
Residual receipts per PHA	\$.00
Computation of Accruing Annual Contribution		
Fixed annual contribution	\$	14,953.87 *
Less interest savings		43.90
Total annual contribution accrued	\$	14,909.97
Less amount available for reduction of		
annual contribution - RR, above		.00
Accruing annual contribution	\$	14,909.97

Schedule of Modernization Costs - Uncompleted June 30, 1996

		 -	LA48007790193	L	A48007790496		TOTAL
1.	Funds approved Funds expended	\$	250,000.00 249,962.35	\$	90,000.00	\$	340,000.00 249,962.35
	Excess of funds approved	\$	37.65	\$	90,000.00	\$ ==	90,037.65
2.	Funds advanced Funds expended	\$	250,000.00 249,962.35	\$.00	\$	250,000.00 249,962.35
	Excess (deficiency) of funds advanced	\$	37.65	\$.00	\$	37.65

Analysis of General Fund Cash Balance June 30, 1996

Assets and Other Items		
Cash	\$	10,838.30
Adjustment for CTAP/CGP funding	(37.65)
Accounts receivable-tenants		1,846.50
Accounts receivable-other		7.00
Prepaid insurance		2,854.50
Investments		10,000.00
Total	\$ =====	25,508.65
Liabilities, Reserves, and Other Items		
Tenants' security deposits	\$	1,316.05
Accounts payable-other		3,224.93
Accrued and withheld payroll taxes		356.42
Accrued PILOT		2,950.31
Operating reserve per PHA		20,885.87
Adjustments affecting OR (backed out)	(3,224.93)
Total	\$	25,508.65

Owned Housing Program

Adjusting Journal Entries June 30, 1996

Annual Contributions Contract FW-606

(1)	Acct. # for audit report	Acct. # for posting by PHA	Debit	Credit .
Administrative - Sundry	4190	DO	\$ 767.98	
Water	4310		426.98	
Electricity	4320		36.23	
Gas	4330	NOT	6.50	
Other Utility	4390		503.00	
Maintenance Materials	4420		1,442.37	
Maintenance Contract Costs	4430		41.87	
Accounts Payable	2111	BOOK		\$ 3,224.93
To record accounts payable				

at 6/30/96.

NON-FINANCIAL SECTION

.

.



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

L. Scott Rose, CPA

Independent Auditors' Report on Compliance Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

Board of Commissioners
Housing Authority of the Town of Logansport
Box 470
Logansport, LA 71049

We have audited the general purpose financial statements of Housing Authority of the Town of Logansport as of and for the year ended June 30, 1996, and have issued our report thereon dated October 14, 1996.

We conducted our audit in accordance with generally accepted auditing standards and <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

Compliance with laws, regulations, contracts, and grants applicable to Housing Authority of the Town of Logansport is the responsibility of the authority's management. As part of obtaining reasonable assurance about whether the general purpose financial statements are free of material misstatement, we performed tests of the authority's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our audit of the general purpose financial statements was not to provide an opinion on overall compliance with such provisions. 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 <u>Government</u> <u>Auditing Standards</u>.

This report is intended for the information of the Board of Commissioners, management, and U.S. Department of Housing and Urban Development. However, this report is a matter of public record, and its distribution is not limited.

October 14, 1996

Van Rheenen & Miller, Ltd.
VanRheenen & Miller, Ltd.
Certified Public Accountants



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

L. Scott Rose, CPA

Independent Auditors' Report on Compliance with the General Requirements Applicable to Federal Financial Assistance Programs

Board of Commissioners
Housing Authority of the Town of Logansport
Box 470
Logansport, LA 71049

We have audited the general purpose financial statements of Housing Authority of the Town of Logansport as of and for the year ended June 30, 1996, and have issued our report thereon dated October 14, 1996.

We have applied procedures to test Housing Authority of the Town of Logansport compliance with the following requirements applicable to each of its federal financial assistance programs, which are identified in the schedule of federal financial assistance, for the year ended June 30, 1996:

Political Activity
Davis-Bacon Act
Civil Rights
Cash Management
Federal Financial Reports (Claims for Advances and Reimbursements)
Allowable costs/Cost principles
Drug-Free Workplace Act
Administrative requirements

Our procedures were limited to the applicable procedures described in the Office of Management and Budget's Compliance Supplement for Single Audits of State and Local Governments. Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the authority's compliance with the requirements listed in the preceding paragraph. Accordingly, we do not express such an opinion.

With respect to the items tested, the results of those procedures disclosed no material instances of noncompliance with the requirements listed in the second paragraph of this report. With respect to items not tested, nothing came to our attention that caused us to believe that Housing Authority of the Town of Logansport had not complied, in all material respects, with those requirements.

This report is intended for the information of the Board of Commissioners, management, and U.S. Department of Housing and Urban Development. However, this report is a matter of public record, and its distribution is not limited.

October 14, 1996

VanRheenen & Miller, Ltd.

VanRheenen & Miller, Ltd.

Certified Public Accountants



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

L. Scott Rose, CPA

Independent Auditors' Report on Compliance with Specific Requirements
Applicable to NonMajor Federal Financial Assistance Program Transactions

Board of Commissioners Housing Authority of the Town of Logansport Box 470 Logansport, LA 71049

We have audited the general purpose financial statements of Housing Authority of the Town of Logansport as of and for the year ended June 30, 1996, and have issued our report thereon dated October 14, 1996.

In connection with our audit of the general purpose financial statements of Housing Authority of the Town of Logansport as of and for the year ended June 30, 1996, and with our consideration of the authority's control structure used to administer federal financial assistance programs, as required by Office of Management and Budget (OMB) Circular A–128, "Audits of State and Local Governments," we selected certain transactions applicable to certain nonmajor federal financial assistance programs for the year ended June 30, 1996. As required by OMB Circular A–128, we have performed auditing procedures to test compliance with the requirements governing types of services allowed or unallowed and eligibility that are applicable to those transactions. Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the authority's compliance with these requirements. Accordingly, we do not express such an opinion.

With respect to the items tested, the results of those procedures disclosed no material instances of noncompliance with the requirements listed in the preceding paragraph. With respect to items not tested, nothing came to our attention that caused us to believe that Housing Authority of the Town of Logansport had not complied, in all material respects, with those requirements. However, the results of our procedures disclosed immaterial instances of noncompliance with those requirements, which are described in the accompanying schedule of findings and questioned costs.

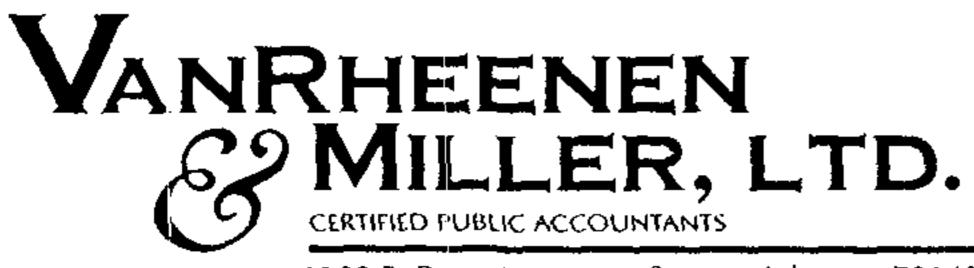
This report is intended for the information of the Board of Commissioners, management, and U.S. Department of Housing and Urban Development. However, this report is a matter of public record, and its distribution is not limited.

October 14, 1996

Van Rheenen & Miller, Ltd.

VanRheenen & Miller, Ltd.

Certified Public Accountants



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

L. Scott Rose, CPA

Independent Auditors' Report on the Internal Control Structure Based on an Audit of General Purpose Financial Statements Performed in Accordance with Government Auditing Standards

Board of Commissioners
Housing Authority of the Town of Logansport
Box 470
Logansport, LA 71049

We have audited the general purpose financial statements of Housing Authority of the Town of Logansport as of and for the year ended June 30, 1996, and have issued our report thereon dated October 14, 1996.

We conducted our audit in accordance with generally accepted auditing standards and <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

The management of Housing Authority of the Town of Logansport is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the general purpose financial statements of Housing Authority of the Town of Logansport for the year ended June 30, 1996, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

We noted certain matters involving the internal control structure and its operation that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements.

Our study of the authority's internal control structure disclosed a reportable condition in internal controls relating to segregation of duties. Due to its limited size, the entity does not have the personnel to adequately separate the internal accounting control duties. The segregation of duties is a decision that must be made by management on a cost-benefit basis. Management must determine if the costs of implementing an adequate internal control system will outweigh the benefits derived from such a system. This reportable condition is inherent in all small entities, and should not be construed as a failure in proper management. We concur with management's opinion that the costs incurred to implement an adequate internal control system would exceed the benefits derived from such a system. Consequently, this should not be considered a controlled audit finding.

A material weakness is a reportable condition in which the design or operation of one or more of the specific internal control structure elements does not reduce to a relatively low level the risk that errors and irregularities 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 structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. However, we believe none of the reportable conditions described above is a material weakness.

This report is intended for the information of the Board of Commissioners, management, and U.S. Department of Housing and Urban Development. However, this report is a matter of public record and its distribution is not limited.

October 14, 1996

Van Riceren & Miller, Ltd.
VanRheenen & Miller, Ltd.
Certified Public Accountants

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

L. Scott Rose, CPA

Independent Auditors' Report on the Internal Control Structure Used in Administering Federal Financial Assistance Programs

Board of Commissioners Housing Authority of the Town of Logansport Box 470 Logansport, LA 71049

We have audited the general purpose financial statements of Housing Authority of the Town of Logansport for the year ended June 30, 1996, and have issued our report thereon dated October 14, 1996.

We conducted our audit in accordance with generally accepted auditing standards; <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States; and Office of Management and Budget (OMB) Circular A-128, <u>Audits of State and Local Governments</u>. Those standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

In planning and performing our audit for the year ended June 30, 1996, we considered the authority's internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the authority's general purpose financial statements and to report on the internal control structure in accordance with OMB Circular A–128. This report addresses our consideration of internal control structure policies and procedures relevant to compliance with requirements applicable to federal financial assistance programs. We have addressed internal control structure policies and procedures relevant to our audit of the general purpose financial statements in a separate report dated October 14, 1996.

The management of Housing Authority of the Town of Logansport is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles, and that federal financial assistance programs are managed in compliance with applicable laws and regulations. Because of inherent limitations in any internal control structure, errors, irregularities, or instances of noncompliance may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

For the purpose of this report, we have classified the significant internal control structure policies and procedures used in administering federal financial assistance programs in the following categories:

Activity Cycles
Treasury or financing
Revenue/receipts
Purchases/disbursements
External financial reporting
Payroll/personnel

General Requirements
Political activity
Davis-Bacon Act
Civil rights
Cash management
Federal financial reports
Allowable costs/cost principles
Drug-free workplace

Specific Requirements
Types of services allowed or unallowed
Eligibility

Administrative requirements

Claims for Advances and Reimbursements

For all of the internal control structure categories listed above, we obtained an understanding of the design of relevant policies and procedures and determined whether they have been placed in operation, and we assessed control risk.

During the year ended June 30, 1996, Housing Authority of the Town of Logansport had no major federal financial assistance programs and expended 94 percent of its total federal financial assistance under the following nonmajor federal financial assistance programs: Low-Income Housing.

We performed tests of controls, as required by OMB Circular A-128, to evaluate the effectiveness of the design and operation of internal control structure policies and procedures that we considered relevant to preventing or detecting material noncompliance with specific requirements, general requirements, and requirements governing claims for advances and reimbursements and amounts claimed or used for matching that are applicable to the aforementioned nonmajor programs. Our procedures were less in scope than would be necessary to render an opinion on these internal control structure policies and procedures. Accordingly, we do not express such an opinion.

We noted certain matters involving the internal control structure and its operation that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the authority's ability to administer federal financial assistance programs in accordance with applicable laws and regulations. Our study of the authority's internal control structure and its operation disclosed a reportable condition relating to tenant files, budget overruns, and PHMAP which are disclosed in the accompanying schedule of findings and questioned costs.

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that noncompliance with laws and regulations that would be material to a federal financial assistance program 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 structure policies and procedures used in administering federal financial assistance would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. However, we believe none of the reportable conditions described above are material weaknesses.

This report is intended for the information of the Board of Commissioners, management and U.S. Department of Housing and Urban Development. However, this report is a matter of public record and its distribution is not limited.

October 14, 1996

Van Rheenen & Miller, Ltd.

VanRheenen & Miller, Ltd.

Certified Public Accountants

Independent Auditors' Schedule of Findings and Questioned Costs For the Year Ended June 30, 1996

Questioned Costs

1. TENANT FILES

.00

Finding

Based on 3 files selected, we noted 1 file contained deficiencies in unsigned tenant applications for year tested.

Recommendation

A thorough review of tenants' files should be made for the purpose of eliminating the deficiencies.

Reply

We will correct the deficiencies.

2. BUDGET OVERRUNS IN CONTROLLED ACCOUNT(S)

.00

<u>Finding</u>

Section 407 (H) of Terms and Conditions, Part Two of the Annual Contributions Contract states that the Authority shall not incur expenditures in excess of the approved budgeted amounts for controlled accounts. A review of the Authority's financial statements revealed the following budget overruns:

	Actual Expenditures	Budgeted Expenditures	Amount Exceeding Budget
a. Administration Expenseb. Routine Expendituresc. Operating Expenditures	\$15,525.49	\$13,040.00	\$ 2,485.49
	52,756.26	48,010.00	4,746.26
	57,524.71	55,130.00	2,394.71

Recommendation

Monthly reviews of financial statements should be made to monitor spending so as to not exceed budget categories. If circumstances warrant, the Authority should consider submitting an amendment to their operating budget.

Reply

We will monitor expenditures.

Independent Auditors' Schedule of Findings and Questioned Costs For the Year Ended June 30, 1996

Questioned Costs

3. PHMAP ASSESSMENT FACTORS

.00

Finding

HUD Notice PIH 96-32 requires auditors to review several PHMAP indicators as reported to HUD with the supporting documentation. The PHA did not have supporting data available to verify PHMAP responses for unit turnaround (Indicator 5) and Annual Inspection/Condition of Units (Indicator 7). In addition, the PHA is not using HQS inspection forms. Indicator 1 was computed at 3 vacancies and 11% actual vacancy rate.

Recommendation

Review the requirements of HUD Notice PIH 96-32 and comply with its directives.

Reply

We will document PHMAP indicators.

Independent Auditors' General Comments June 30, 1996

- 1 There were no findings in the next preceding audit.
- 2. The PHA administers the following programs: 26 units of public housing and a CIAP.
- HUID recommends that tenants' accounts receivable for units in possession should not exceed 10% of the average monthly rental charges. At June 30, 1996, the balance of tenants' accounts receivable was 82% of the average monthly rental charges.
- 4. During the course of audit fieldwork, a blank check pre-signed by an authorized board member was observed. PHA response indicated convenience in order to pay maintenance employee weekly. Proper observance of intended control procedures over cash disbursements would reduce future control risk. All checks should be signed only after the check has been filled out and documentation to support the check has been presented.
- 5. The PHA Travel Policy requires documentation of gas purchases to be supported by actual mileage log. This requirement was not adhered to during the period under audit.