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.

### H. SHORT TERM INTERFUND RECEIVABLES/PAYABLES

During the course of operations, numerous transactions occur between individual funds for services rendered. These receivables and payables are classified as due from other funds or due to other funds on the balance sheet. Short term interfund loans are classified as interfund receivables/payables.

### I. INVENTORY

All purchased inventory items are valued at the lower of cost (first in, first out) or market. Purchased inventories are offset by a fund balance reserve which indicates that these do not constitute "available spendable resources", even though they are a component of total assets.

Acquisition of materials and supplies are accounted for on the purchase method, that is, the expenditure is charged when the items

are purchased.

J. FIXED ASSETS

Fixed assets of governmental funds are recorded as expenditures at the time they are purchased or constructed, and the related assets are capitalized (reported) in the general fixed assets account group. Public domain or infrastructures such as sidewalks and parking lots are capitalized. Interest expense during construction is capitalized. Depreciation has not been provided on general fixed assets.

### K. COMPENSATED ABSENCES

The PHA follows Louisiana Civil Serviced regulations for accumulated annual and sick leave. Employees may accumulate up to 300 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.

The cost of current leave privileges, computed in accordance with GASB Codification Section C60, is recognized as a current year expenditure in the governmental funds when leave is actually taken or when employees (or heirs) are paid for accrued leave upon retirement or death, while the cost of leave privileges not requiring current resources is recorded in the general long term obligations account group. Leave benefits are based on accrued leave benefits or employees with 10 years service to a maximum of

# 25 days at their current annual salary.

funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

### D. BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating Statements of these funds present increases and decreases in net current assets. The modified accrual basis of accounting os used by all governmental funds and agency funds. The governmental funds use the following practices in recording revenues and expenditures:

<u>Revenues</u>--Federal entitlements are recorded as unrestricted grantsin-aid when available and measurable. Federal restricted grants are recorded when the reimbursable expenditures have been incurred.

Rental income is recorded in the month earned.

Interest earnings on time deposits are recorded when the time deposits have matured and the interest is available. Interest income on interest bearing demand deposits is recorded each month when credited by the bank to the account.

Substantially all other revenues are recorded when they become available to the PHA.

Expenditures--Salaries are recorded as expenditures when paid.

Purchases of various operating supplies are recorded as expenditures in the accounting period they are purchased.

Compensated absences are recognized as expenditures when leave is actually taken or when employees (or heirs) are paid for accrued leave upon retirement or death, while the cost of leave privileges not requiring current resources is recorded in the general long term obligations account group.

Principal and interest on general long term debt are recognized when due.

Substantially all other expenditures ore recognized when the related fund liability has been incurred.

Other Financing Sources (Uses)--Transfers between funds that are not expected to be repaid (or any other types, such as capital lease transactions, sale of fixed assets, debt extenguishments, long term debt proceeds, and the like) are accounted for as other financing sources (uses). These other financing sources are recognized at the time the underlying events occur.

Housing Authority of the Town of Erath Erath, LA 70533 SCHEDULE III BALANCE SHEET -- STATUTORY BASIS Annual Contributions Contract FW-744 December 31, 1996 ASSETS Cash \$29,329.40 Investments 66,400.76 Accounts Receivable 0.09 Debt Amortization Funds 23,061.82 Deferred Charges 5,122.75 Land, Structures and Equipment 2,325,803.37 TOTAL ASSETS \$2,449,718.19 -----LIABILITIES AND SORPLUS LIABILITIES: Accounts Payable

15,948.00

Notes Payable	0.00
Accrued Liabilities	6,492.13
Deferred Credits	12,371.60
Fixed Liabilities	135,402.88
TOTAL LIABILITIES	170,214.61
Surplus	2,279,503.58
TOTAL LIABILITIES AND SURPLUS	\$2,449,718.19
	_

see notes to the financial statements

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### INDEPENDENT AUDITORS' REPORT ON THE INTERNAL CONTROL STRUCTURE USED IN ADMINISTERING FEDERAL FINANCIAL ASSISTANCE NO MAJOR PROGRAMS

BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE TOWN OF ERATH ERATH, LOUISIANA 70533

I have audited the general purpose financial statements of the Housing Authority of The Down of Erath (PHA). For the year ended December 31, 1995, and have issued my report thereon dated June 31, 1997.

i conducted our augit in accordance with denerally accepted auditing standards: Government Auditing Standards, issued of the Comptroller General of the United States; the Office of Management and Budget (OMB) Circular A-128. Audits of State and Loca: Governments. Those standards and OMB Circular A-128 require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

In planning and performing my audit for the year ended December 31. 1996. I considered the internal control structure of the PHA in order to determine my auditing procedures for the purpose of expressing my opinions on the PHA's general purpose financial statements and to report on the internal control structure in accordance with OMB Circular A-128. This report addresses my consideration of internal control structure policies and procedures relevant to compliance with requirements applicable to federal financial assistance programs. I have addressed internal control policies and procedures relative to my audit of the financial statements in a separate report dated June 3, 1997.

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> INDEPENDENT AUDITORS' REPORT ON THE INTERNAL CONTROL STRUCTURE BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENTAL AUDITING STANDARDS

BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE TOWN OF ERATH ERATH, LOUISIANA 70533

I have audiced the general purpose financial statements of the Housing Authority of The Town of Erath (PHA), as of and for the year ended December 31, 1996, and have issued my report thereon dated June 3, 1997.

I conducted my 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 1 plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

The management of the PHA is responsible for establishing and maintaining an internal control structure. In fulfilling that 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 financial statements in accordance with accounting principles prescribed by HUD. 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 ecome inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

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THE HOUSING AUTHORITY OF THE TOWN OF ERATH ERATH, LOUISIANA

STATUS OF PRIOR AUDIT FINDINGS

There were no findings in the prior audit.

CURRENT FINDINGS AND RECOMMENDATIONS

There are no findings in the current audit

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### WILLIAM DANIEL MCCASKILL, CPA

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INDEPENDENT AUDITORS' REPORT ON SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE

BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE FOWN OF ERATH ERATH, LOUISIANA /0535

I have addited the general purpose financial statements of the Housing Authority of the down of Erath (PHA), as of and for deyear ended Decemper 51, 1996, and nave issued my report thereon dated June 5, 1997. These financial statements ale one responsibility of the PHA's management. My responsibility is coexpress an opinion on these financial statements based on my abdic

i conducted my addit in accordance with generally accepted addition standards and covernment subiling Standards. issued by the comperciser General of the United States. Phose standards require that 1 plan and perform the audit to optain reasonable assurance about mether the general purpose financial statements are tree of materias misstatement. An audit includes examining, on a test passes. 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. I believe that our augus provides a reasonable basis IOT my OPINION.

My augue was made for the purpose of forming an opinion on the tinancial statements of the Housing Authority of The Yown of Araba taken as a whole. The accompanying schedule of federal financial assistance is presented for purposes of additional analysis and is not a required part of the financial statements. The information in that schedule has been subjected to the auditing procedures applied in the audit of the financial [Statements and, in my ophilon, is callly presented in all material resoucts in recallon to the financial statements taken as a whole,

with an Janier McCaskill, CPA a eron essional econution corporation

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management and nub. However, this report is a matter of bubil, record and 103 distribution is not timited.

June 3, 1997

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···· William Daniel McCaskill, CPA

A Professional Accounting Corporation

Housing Authority of the Town of Erath Erath, LA 70533 SCHEDULE II SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE For the year Ended December 31, 1996 All programs are Nonmajor programs.

Program	CFDA NO.	Program Assistance	Program Expenditures
U S Department of Housing and Urban Development			
Direct Programs: Low Income Housing	14.850	\$91,062.41	\$91,062.41
CIAP	14.852	234,669.00	250,158.59
		\$325,731.41	\$341,221.00

see notes to the financial statements

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

During the year ended December 31, 1996 the PHA had no major federal financial assistance programs and expended 100% of its total federal financial assistance financial under the following commajor federal financial assistance programs: Low Income Housing and Comprehensive improvement Assessment Plan.

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i performed desca of controls, as required by OMB A-128, to evaluate the effectiveness of the design and operation of internal control structure policies and procedures that 1 considered relevant to preventing or detecting material honcompliance with specific requirements, general requirements, and requirements doverning claims for advances and reimbursements and amounts claimed or used for matching that are applicable to each of the PHA's nonmanor federal tinancial assistance programs, which reidentified in the accompanying schedule of federal financial assistance. My procedures were less in scope than would be necessary to rendel an opinion on internal control structure policy

and procedures. Accordingly 1 do not express such an opinion.

I noted Certain matters involving the internal control structure and its operation that I consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control structure that, in my hudgement, could adversely affect the organization's ability to administer rederal financial assistance programs is accordance with applicable laws and regulations.

Because it the relatively small number of employees, the deneral cashier function is not segregated from the subsidiary reduce tunction, checks are orghaned by employees who are not independent of concher/invoice approval, the purchase function is not per prover by personnel independent of receiving and disbursing functions, persons preparing payrols are not independent of other mayrols duties, and detail records of fixed assets are not maintained by personnel independent of the general redger, cash or capital expenditure authorizing functions.

A material weakness is a reportable condition in which the design or operation of the specific internal control structure elements does not reduce to a relatively low level the risk that noncompliance with laws and regulations 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.

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In planning and performing my audit of the general purpose financial statements of the PRA, for the year ended December 31. 1996, I obtained an understanding of the internal control structure. With respect to the internal control structure, I obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and I assessed control risk in order to determine my auditing procedures for the purpose of expressing my opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, I do not express such an opinion.

1 noted certain matters involving the internal control structure and its operation that I 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 my judgement. could adversely aftect the PHA's ability to record, process, summarize, and report financial data consistent with the assertions or management in the financial statements.

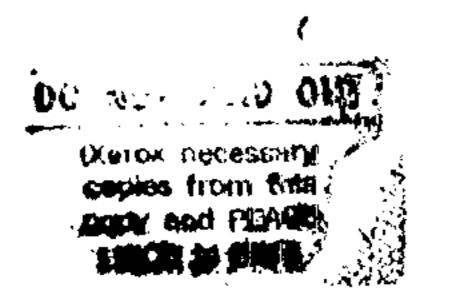
Because of the relatively small number of employees, the general dashier function is not segregated from the subsidiary leader function, checks are prepared by employees who are not independent of voucher/involce approval, the purchase function is not performed by personnel independent of receiving and disbursing functions. persons preparing payroll are not independent of other payroll duties, and detail records of fixed assets are not maintained by personnel independent of the general ledger, cash or capital expenditure authorizing functions.

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 errors or 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.

My 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, 1 pelieve none of the reportable conditions described above is a material weakness.

This report is intended for the information of the audit committee. management, and for HUD. However, this report is a matter of public record and its distribution is Not limited. June 3, 1997 

### William Daniel McCaskill, CPA A Professional Accounting Corporation



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### HOUSING AUTHORITY OF THE TOWN OF ERATH

ERATH, LOUISIANA

### GENERAL PURPOSE FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS REPORTS AS OF AND FOR THE YEAR ENDED DECEMBER 31, 1996 WITH SUPPLEMENTAL INFORMATION SCHEDULES

under provisions of state law, this report is a public document. A copy of the report has been submitted to the audited, or reviewed, entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court

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Release Date

### WILLIAM DANIEL MCCASKILL , CPA

b Professional Accounting Corporation 2313 LAKESHORE DRIVE MANDEVILLE, LOUISIANA 70448

My 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, i believe none of the reportable conditions described above is a material weakness.

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

William Daniel McCaskill, CPA a Professional Accounting Corporation

AUNH N. LEY/E

### WILLIAM DANIEL MCCASKILL, CPA

а сторізбі Мні, ноїбрії сиб., Эксолні сей

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> INDEPENDENT AUDITORS REPORT ON COMPLIANCE BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENTAL AUDITING STANDARDS

BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE TOWN OF ERATH ERATH, LOUISIANA 70535

I have audited the general purpose financial statements of the Housing Authority of The Hown of Brath (PHA), as of any for the year ended December 31, 1990, and have issued my report thereon called June 5. 1997.

. Jonducted my audit in accordance with denetality accepted auditing standards and forendment Abditing Standards, lashed by the Jomptroiter General of the United States. Those standards fourie that I plan and perform the audit to obtain reasonably assurance about whether the financial statements are free of material misstatement.

Compliance with laws, regulations, contracts, and grants applicable to the PHA is the responsibility of management. As part of obtaining reasonable assurance about whether the financial statements are tree of material misstatement, i performed tests of the PHA's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of my audit of the general purpose financial statements was not to provide an opinion on overall compliance with such provisions. Accordingly, i do not express such an opinion.

The results of my tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Jbis Aport is intended for the information of the audit committee, management, and HUD and should not be used for any other purpose. However, this report is a matter of public record and its distribution is not limited.

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### William Daniel McCaskiel, CPA A grolessional Accounting Corporation

0 UNE 3. 1991

### WILLJAM DANIEL MCCASKILL, CPA

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American institute of Grais

### INDEPENDENT AUDITORS REPORT ON COMPLIANCE WITH SPECIFIC REQUIREMENTS APPLICABLE TO NONMAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAM TRANSACTIONS

BOARD OF COMMISSIONERS HUDSING AUTHORITY OF THE TOWN OF ERATH ERATH, LOUISIANA (USSS

: mave audited the general purpose financial statements of the Hoasing Authority of the Fown or Erath (PHA), as or acq for the year ended December 31, 1996, and have issued my report thereon dated June 3, 1997.

in connection with my audit of the general purpose financia: statements of the FHA, and with my consideration of the FHA contiol systems used to administer rederal financial assistance programs, as required by OMB A-118. (Audits or State and Loose) Governments," I selected dertain transactions applicable to dertain nonmajor federal financial assistance programs for the year eldebecember 31, 1996. As required by UMB A-118, 1 have performed auditing procedures to test compliance with the requirements governing types of services allowed or unailowed; eligibility; reporting; rent limitations; annual rent adjustments; annual unit inspections; contracts prohibiting the use of lead based paint: produrement actions; analysis of general fund cash; operating subsidy erigibility and craims for advances and reimbursements that are applicable to these transactions. My procedures were substantially tess in scope than an audit, the objective of which is the expression of an opinion on the PHA's compliance with these and uncements. Accordingly i do not express such an opinion.

Telephone 361 LHE

20410201016

wich respect to the items tested, the results of these of chenures disclosed no material instances of noncompliance with the requirements listed in the preceding paragraph. With respect in items not tested, nothing dame to my attention that daused me to perieve that the PHA had not complied, in all material respects. with those requirements. However, if the results of my procedures disclosed immaterial instances of noncompliance with those requirements, they are described in the accompanying schedule of findings and questioned costs and/or the accompanying Management Letter.

This report is intended for the information of the audit committee. management, and HUD. This restriction is not intended to limit the distribution of this report, which is a matter of public record. June 3, 1997

WILLIAM DANIEL MCCASKILL, CPA. APAC

### WILLIAM DANIEL MCCASKILL, CPA

E PROFESSIONAL ACCOUNTING COMPORATION

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American Institute of CPA's

### INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH THE GENERAL REQUIREMENTS APPLICABLE TO FEDERAL FINANCIAL ASSISTANCE PROGRAMS

BOARD OF COMMISSIONERS HOUSING AUTHORIPY OF THE TOWN OF ERATH ERATH, LUUISIANA /0535

a nave addited the deneral purpose financial statements of the Housing Authority of The Pown of Elath (PHA), as of and for the rear ended peremper of 1955 and nave issued my report thereor Raned Jumpe 1 1999/1

have applied procedures to test the Effect compliance with the TOTTOMING LEQUIREMENTS ACDITIONDIE FO SACH OF ITS DINAMOTES assistance prodrams, which are identified in the schedule of rederal financial assistance for the year ended December bis 1995.

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POILFICAL ACCEVITY Davis-Sacon Acc Civi: Rights Cash Management Refocation Assistance and

Federal Financial Report Allowant Hoses/ Jose Principles. Drug Free Workplace Act Administrative Requirements

Real Property Acquisition

My procedures were limited to the applicable procedures described in the OMB's compliance Supplement for Single Audits of State and Local Governments My procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the PHA's compliance with the requirements listed in the preceaing paragraph. Accordingly, 1 do not express such an opinion.

with respect to the items tested, the results of those procedures disclosed no material instances of non-compliance which the requirements fisted in the second paragraph of this report. with respect to likems not cested, nothing dame to my aftenfion that caused me to believe that the PHA had not complied, in all material respects, with those requirements. However, it as of the results of my procedures there were disclosed immaterial instances of noncompliance with those requirements, I described them in the accompanying schedule of findings and questioned costs and/or the accompanying Management Letter.

.

The management of the PHA is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgements by management are required to asses 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 cransactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with HUD 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, 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 of that the effectiveness of the design and operation of policies and procedures may deteriorate.

For the purpose of this report. I have classified the significant

internal control structure policies and procedures used in administering federal financial assistance programs in the corrowing datagones.

ADMINISTRATIVE CONTROLS: ACCOUNTING CONTROLS: GENERAL REOUTREMENTS POLITICAL ACTIVITY REVENUES DAVIS-BACON ACT REJEL/ADDES CIVIL RIGHTS FURCHASING CASH MANAGEMENT INVESIMENTS. RELOCATION ASSISTANCE & REAF UISBURSEMENTS PROPERTY ACOUISITION PAYROLL FEDERAL FINANCIAL REPORTS BUDGETARY CONTROL ALLOWABLE COSTS/ COST PRINCIPLES

ALLOWABLE COSTS/ COST PRINCIPLES DRUG FREE WORKPLACE ACT ADMINISTRATIVE REQUIREMENTS

SPECIFIC REQUIREMENTS ELIGIBILITY REPORTING SPECIAL TESTS & PROVISIONS TYPES OF SERVICES

Housing Authority of the Town of Erath Erath, LA 70533 SCHEDULE IV STATEMENT OF INCOME AND EXPENSES-PHA OWNED HOUSING Annual Contributions Contract FW-744 statutory basis For the year Ended December 31, 1996

OPERATING INCOME: Dweiling Rental Interest Income Other Income

Total Operating Income

\$106,853.00 2,678.85 1,461.47 ~-----110,993.32

OPERATING EXPENSES: Administration Tenant Services Utilities

\$32,577.26 0.00 53,931.71

Ordinary Maintenance and Operations General Expense Non-Routine Maintenance	28,249.24 37,718.69 U.UO
Total Operating Expenses	152,476.90
NET OPERATING DEFICIT	(\$41,483.58)
OTHER CHARGES:	
Interest on Notes and Bonds Prior Period Adjustments Affecting	\$6,512.10
Residual Receipts Gain/Loss Disposition of Nonexpendable	0.00
Equipment	0.00
TOTAL OTHER CHARGES	6,512.10
DEFICIT	(\$47,995.68)

see notes to financial statements

T SHEET AS OF DECEMBER 31, 19	1996							
	14111111100N	ERNNENTAL Shecial	FUNDS####################################	### oital	Fiduciary *	cconr	GROUPS***** General	Total
2 DESITS	General	Revenue	1	Projects	22	22	Long Term Obligations	29
n Equivalents			197 197 197	00	52.0	000	00	918.5
ceivables rance	15,684.59	0.00	-	000	0.00	0.00	888	8738 8738
ures & Equipment	20	s o	? <b>Ċ</b>	η <b>ς</b>	$\rightarrow$	5.3	-	
ilable in Debt Service Funds	0.00	0.00	00.0	0.00	0.00	0.00	143.41	143.41
be Provided for Retirement al Long Term Obligations	0.00	0.00	0.00	0.00	0.00	00.0	136,522.55	136,522.55
AD OTHER DEBITS	\$111,485.59	\$0.00 \$	\$23,061.82	\$15,684.59	\$5,052.00	\$2,325,803.37	\$136,665.96	\$2,617,753.33
QUITY AND OTHER CREDITS								
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iyanies i others		$\dot{c}$			\$ \$ \$ \$	; <b>c</b> , c	-	25 25
renues Absenses Pavable	ဖြင့်	$\circ \circ$	40	0.00	0.00	0.00	1, 263.	1,263
is Payable	0.00 \$29,759.73	0.00 \$0.00	0.00 \$22,918.41	0.00 \$15,684.59	$\dot{\circ}\dot{\circ}$	$\circ \circ$	* *	,080 190
r Credits in General Fixed Assets	0.00	0.00	0.00	0.0	0.00	2,325,803.37	0.00	2,325,803.37
es: for Other for Deht Payment	$\circ \circ$	<u> </u>	ंज्	0.00	0.00	0.00	0.00	, ; ; ,
d & Undesignated quity & Other Credits	81,725.86 \$81,725.86	0.00 \$0.00	0.00 \$143.41	00.0\$	00	er,	1	• • •
REDITS, EQUITY REDITS	\$111,485.59	00.0\$	\$23,061.82	\$15,684.59	\$5,052.00	\$2,325,803.37	\$136,665.96	\$2,617,753.33
ŝ	see notes to f	inancial sta	tements					

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Bousing Authority of the Town of Erath Erath, La. 70533 MLL FUND TYPES AND ACCOUNT GROUPS OMBINED BALANCE SEEET AS OF DECEMBER 31

EXHIBIT

Liabilities: EQU Liabilities: EQU Interfund Fayal Interfund Fayal Deferred Reven Compensated Ab Notes & Bonds Notes & Bonds Notes & Bonds Nucles & Bonds Nucles & Bonds Nucles & Bonds Revent in Investment in Reserved for Inteserved for Inteserveru Assers: AND OTHER I Assers: Cash and Cash B Cash and Cash B Receivables Interfund Receiv Prepaid Insuran Other Debits: Amount Availa Amount to be of General TOTAL ASSETS AN

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INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH THE GENERAL REQUIREMENTS APPLICABLE TO ALL FEDERAL FINANCIAL ASSISTANCE PROGRAMS

INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION--SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE

STATUS OF PRIOR AUDIT FINDINGS -- THERE WERE NONE

SCHEDULE OF ADJUSTING JOURNAL ENTRIES -- THERE ARE NONE

FINDINGS AND RECOMMENDATIONS -- THERE ARE NONE

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INDEPENDENT AUDITORS' REPORT

BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE TOWN OF ERATH ERATH, LOUISIANA 70533

I have audited the accompanying general purpose financial statements of the Housing Authority of The Town of Erath (PHA) as of and for the year ended December 31, 1996, as listed in the forgoing table of contents. These general purpose financial statements are the responsibility of the PHA's management. My responsibility is to express an opinion on these general purpose financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards; <u>Government Auditing Standards</u>, issued by the U S Comptroller General, and provisions of the Office of Management and Budget (OMB), Circular A-128, <u>Audits of State and Local</u> <u>Governments</u>. Those standards and OMB Circular A-128 require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatements. 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 the significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Housing Authority of The Town of Erath as of December 31, 1996, and the results of its operations and changes in its surplus for the year then ended, in conformity with generally accepted accounting principles.

In accordance with Government <u>Auditing Standards</u>, I have also issued a report dated June 3, 1997 on my consideration of the PHA's Housing Authority of the Town of Erath SCHEDULE V Erath, LA 70533 ANALYSIS OF SURPLUS --Statutory Basis --> For the year Ended December 31, 1996 FW-438 Unreserved Surplus (824, 665.55)Balance Per PHA 12-31-95 (47,995.68) Deficit for the Year Ended 12-31-96 (26, 660.42)Provision for Operating Reserve (899, 321.65)Bal--December 31, 1996 Reserved Surplus--Operating Reserve 55,065.44 Balance Per PHA 12-31-95 26,660.42 Provision for Operating Reserve 81,725.86 Balance 12-31-96

Cumulative HUD Contributions: Balance Per PHA 12-31-95	2,771,071.43
Annual Contribution Required for 12-31-96	22,918.41
Operating Subsidy For 12-31-96	68,144.00
Contributions for Modernization Activities	234,669.00
Adjustments During Audit Period	296.53
Barance 12-31-96	3,097,099.37

Total Surplus 12-31-96

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2,279,503.58

see notes to the financial statements

b, Supplemental Information Schedules--Regulatory basis, which is an Other Comprehensive Basis of Accounting, has been subjected to the procedures applied in the audit of the general purpose financial statements and, in my opinion, except for the following differences, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole:

	GAAP BASIS	REGULATOI BASI	
Financial Statement Presentation			
Fund Accounting Facilities Acquisition	Used		Not Used
and Construction Routine Prior Year	Expendi	ture	Øapitalized
Adjustments	Beginni Fund Ba Adjustm	lance	Current Expenditure or Receipt

	~
Revenue	Credited
	to Surplus
Modified	Cash
Accrual	
Modified	Accrual
Accrual	
Modified	Accrual
Accrual	
	Modified Accrual Modified Accrual Modified

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

> William Daniel McCaskill, CPA A Professional Accounting Corporation

June 3, 1997

I JUCIEDS

Bousing Authority of the Town of Erath Erath, La. 70533 COMBINING SCHEDDLE OF REVENUES, EXPENDITURES AND CHANCES IN FUND BALANCE CAPITAL PROJECTS FUND FOR THE YEAR ENDED DECEMBER 31, 1996

TOTAL PROJECT 906 FROJECT LAA 89 04 79 05 94

234,669.00 234,669.00 4,130.00 4,130.00 230,539.00 230, 539.00 .

(195.00) (7,443.23) (15,489.59) 250, 158. 59 250,158.59 11,573.23 11,573.23 0.8 (8,046.36) (195.00) 238,585.36 238,585.36 4 EXPENDITURES Ourrent: Maministrative General Expenses Ceneral Expenses Facilities Aquistion and Construction AT BECINING OF YEAR EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AT END OF YEAR

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REVENUES Local Sources Federal Sources-Grants notal Expenditures Total Revenues FUED BALANCE FUND BALANCE

rity of the Town of Erath		5			
ENERT OF REVENUES, EXPENDITURES AND CHANCES IN FUND BALANCE ENDED DECEMBER 31, 1996					
	General Fund 106,853.00 2,678.85	Special Revenue Fund 0.00	Debt Service Fund 0.00	capital Projects Pund 0.00	Total (Memorandum 0nly) 106,853.00 2,678.85
com the Sale of Equipment	1,461.47	0.00	0.00	0.00	1,461.47
ces: Subsidy Subsidy tributions	68,144.00	0.00	22,918.41	4.669 4	68,144.00 22,918.41 234,669.00
VEINUES	179,137.32	0.00	22,918.41		6, 724.
ti I	0,0	00	0,0		577. 931.
aintenance & Operations	249.2	$\circ \circ \circ$	c		8, 249.
Estrices penditures	37,718.69	0.00	0.00	0.00	37,718.69
sistance Payments sistance Payments loquisition & Construction	Ş		C ì		
Retirement Retirement k Charges kpenditures	152,476.90	0.00	17,518.32 6,512.10 24,030.42	250, 158. 59	17, 518. 32 6, 512. 10 426, 665. 91
ICLENCY) OF REVENUES OVER EXPENDITURES	26,660.42	0.00	(1,112.01)	(15,489.59)	10,058.82
CING SOURCES (USES) Transfers in Transfers Out ther Pinancing Sources (Uses) ICLENCY) OF REVINUES AND OTHER SOURCES OVER EXP. AND OTHER USES	0.0 • 660	00000 00000 0000	0.00 (1,112.01)	(15,489.59)	0.00 0.00 0.00 10,058.82
and	••••				

EXHIBIT

city of the Town of Erath 533 Shewr of REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE THEMR OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

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Busing Author Frath, La. 705 FOR THE YEAR F ONE THE YEAR F FOR THE YEAR F Interest Changes from Receipts from	Pederal Source Operating Source Mnnual Contr Grants Potal Rev	Current: Current: Maninistrat Ordinary Ma Protective Ceneral Exp Ceneral Exp	Bousing Ass Facilities Ac Principal R Interest 5	OTERN FINANC	FUND BALANCE
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EXHIBIT C

AND CHANCES IN FUND BALANCES-BUDGET VS. ACTUAL 1996 Housing Authority of the Town of Erath Erath, La. 70533 COMBINED STATEMENT OF REVENUES, EXPENDITURES COMBINED STATEMENT OF REVENUES, EXPENDITURES CENERAL FUND FOR THE YEAR ENDED DECEMBER 31,

N THE LEAK ENDED VENEADER JI, J	1990		
*	**********CENERAL	FUND'	tttttttttt Tavorahlo
	Budget 99,870.00 2,510.00	Actual 106,853.00 2,678.85	Naria 6,983
the sale of requipment	480.00	1,461.47	981.47
s: bsidy ibutions	68,144.00	68,144.00	0.00
Dites	171,004.00	179,137.32	8,133.32
8	383	577.2 931.7	252.7 .5 <b>41</b> .7
ntenance & Operations	2,140	5	3,890.7
ervices nditures aintenance		, o	1,291.31
stance Payments pusition & Construction	0,00		0.00
stirement Bank Charges Enditures	153,370.00	152,476.90	893.10
(ENCY) OF REVENUES OVER EXPENDI 46 SOURCES (USES)	17,634.00	26,660.42	9,026.42
ransfers out ransfers out er financing Sources (Uses) erictency) of REVENUES	2,6	,660.	0.00 9,026.42
AT BECINNING OF YEAR AT END OF YEAR	!	4.00	?~!
5	see notes to	financial st	atements

CCCCSS (DEFICIE) OTHER FINANCING OPERATING THAN OPERATING THAN OPERATING THAN OPERATING THAN TOND BALANCES AN FUND BALANCES AN FUND BALANCES AN REVENUES Local Sources: Dvelling Rental Interest Charge Receipts from t Receipts from t Cheral Sources: Operating Subsi Annual Contribu-Crants Derest interest Contrary Maint Ordinary Maint Protective Ser Ceneral Expend Notal Revenue Facilities Acqui Debt Service: Principal Reti Interest Ban Total Expend

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plan is required to make a monthly contribution equal to 5.5% of each participant's basic compensation. The PHA's contribution for each employee and income allocated to the employee's account are fully vested after 5 years of continuous service. The PHA's contributions and interest forfeited by employees who leave employment before 5 years of service are used to offset future contributions of the PHA.

The PHA's total payroll for fiscal year ended December 31, 1996 was \$37,004.31. The PHA's contributions were calculated using the base salary amount of \$37,004.31. Both the PHA and the covered employees made the required contributions for the year ended December 31, 1996. Employee contributions to the plan totaled \$2,035.24. The PHA contributions totaled \$2,960.35 for the year ended December 31, 1996.

### NOTE 6--ACCOUNTS PAYABLE

The payables of \$17,797.13 at December 31, 1996 are as follows:

Contracts Retentions Payable	LU.396.00
Payment in Lieu of Taxes	5,492.13
Tenants Prepaid Rents	409.00

Total

17.797.13

### NOTE 7--COMPENSATED ABSENCES

At December 31, 1996, employees of the PHA have accumulated and vested \$1,263.08 of employee leave benefits, which was computed in accordance with GASB Codification Section C60. This amount is not expected to be paid from current available resources; therefore the liability is recorded within general long term obligations account group.

NOTE 8--CHANGES IN AGENCY FUND DEPOSITS DUE OTHERS Agency Funds: Tenant Security Deposits 12-31-95 Net Additions Balance 12-31-96 5,052.00

NOTE 9--CHANGES IN GENERAL LONG TERM OBLIGATIONS

The following is a summary of the long term obligation transactions of the year ended December 31, 1996:

Compensated Absences:	
Balance 12-31-95	4,365.00
Balance 12-31-96	1.263.08

The following notes and bonds are outstanding at December 31, 1996.

are HUD guaranteed. Bond principal and interest payable in the next fiscal year are not available. The individual issues are as follows: Certain units of local government over which the PHA exercised no oversight responsibility, such as the school boards, 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 entities and issue financial statements separate from those of the PHA.

### C. FUND ACCOUNTING

The PHA uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

A fund is a separate accounting entity with a self balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net spendable financial resources.

Funds of the PHA are classified int three categories: governmental and fiduciary. In turn, each category is divided into separate fund types. The fund classifications and a description of each existing fund type follow:

<u>Governmental funds</u>--Governmental funds account for all or most of the PHA's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition of construction of general fixed assets, and the servicing of general long term debt. Governmental funds include:

1. General Fund--the general operating fund of the PHA accounts for all financial resources, except those required to be accounted for in other funds.

2. Debt Service Fund--accounts for transactions relating to resources retained and used for the payment of principal and interest on those long term obligations recorded in the general long term obligations account group.

3. Capital Projects Funds--account for financial resources received and used for the acquisition, construction, or improvement of capital facilities not reported in the other governmental funds.

Fiduciary Funds--Fiduciary funds account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the PHA. Fiduciary funds include:

### 1. Tenant Security Deposits--accounts for assets held by the PHA as an agent for the individual residents. Agency

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

### E. BUDGETS

The following summarizes the budget activities of the PHA during the fiscal year:

1. The PHA adopted budgets for the General Fund, the Special Revenue Fund and the Capital Projects Funds. The Capital Projects Funds budget comparison to actual has not been included since the cash project is a multiple year endeavor.

2. The budgets are prepared on the modified accrual basis of accounting. All appropriations lapse at year end.

3. Encumbrances are not recognized within the accounting records for budgetary purposes.

4. Formal budget integration (within the accounting records) is employed as a management control device.

5. The Executive Director is authorized to transfer amounts between line items within any fund, with the exception of salaries, provided such does not change the total of any function. However, when actual revenues within a fund fail to meet budgeted revenues by 5% or more, a budget amendment is adopted by the PHA in an open meeting. Budget amounts included in the accompanying financial statements include the original adopted budget and all subsequent amendments.

### F. ENCUMBRANCES

Encumbrance accounting, under which purchase orders are recorded in order to reserve that portion of the applicable appropriation, is not employed. However, outstanding purchase orders are taken into consideration before expenditures are incurred in order to assure that applicable appropriations are not exceeded. In addition, the monthly budget reports are reviewed to ensure compliance with the budget, and where necessary, revisions to the budget are made.

### G. CASH AND CASH EQUIVALENTS

Cash includes amounts in demand deposits and interest bearing demand deposits. Cash equivalents include amounts in time deposits and cash with fiscal agents. Under state law, the PHA may deposit

### L. LONG TERM OBLIGATIONS

Long term obligations expected to be financed from governmental funds are reported in the general long term obligations account group. Expenditures for principal and interest payments for long term obligations are recognized in the governmental funds when due.

### M. FUND EQUITY

Reserves represent those portions of fund equity not appropriable for expenditures or legally segregated for a specific future use.

### N. INTERFUND TRANSACTIONS

Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed. All other interfund transactions are reported as transfers. Nonrecurring or non routine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

### O. TOTAL COLUMNS ON COMBINED STATEMENTS

The total columns on the combined statements are captioned "Memorandum Only" 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 GAAP. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

### NOTE 2 -- CASH AND CASH EQUIVALENTS

At December 31, 1996, the PHA has cash and cash equivalents totaling \$105,456.41 as follows:

Interest Bearing	Demand	Deposits	\$38,912.24
Time Deposits			66,400.76
Petty Cash			0.00
Cash With Fiscal	Agent		143.41

Total \$105,456.41

These deposits are stated at cost, which approximates market. 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 market 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 custodial bank that is mutually acceptable to both parties. At December 31, 1996, the PHA has \$105,313 in deposits (collected bank balances). These deposits are secured from risk by \$100,000 of federal deposit insurance and \$95,000 of pledged securities held by the custodial bank in the name of the fiscal agent bank (GASB Category 3). Even though the pledger securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, Louisiana Revised Statue 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the PHA that the fiscal agent has failed to pay deposited funds on demand.

NOTE 3--RECEIVABLES

The receivables of \$22,918.50 at December 31, 1996 are as follows:

Other Accounts Receivable	.09
Dept Service Fund:	
Due from HUD	22,918.41

Potal 22,918.30

NOTE 4--FIXED ASSETS

The changes in general fixed assets are as follows:

Land, Structures, & Equipment Balance 12-31-95 & 12-31-96	2,057,260.78
CIAP 905 Balance 12-31-95	18,384.00
Net Additions	238,585.36
Balance 12-31-96	256,969.36
CIAP 906 12-31-95	0.00
Net Additions	11,573.23
Balance 12-31-96	11.573.23
Total	2,325,803.37

Fixed assets are mortgaged to HUD pursuant to the Annual Contributions Contract as collateral for obligations owed to the US Government. The building cost includes \$N/A of ineligible expenditures as determined by HUD.

### NOTE 5--RETIREMENT SYSTEM

The PHA participates in the Housing Renewal and Local Agency Retirement Plan which is a defined contribution plan. Through this plan, the PHA provides pension benefits for all of its full time employees. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. All regular and full time employees are eligible to participate in the plan on the first day of the month after completing 6 months of continuous an uninterrupted employment. Each participant in the

# Federal Financing Bonds Notes:Balance 12-31-9532.258.32Principal Reduction7,894.94Balance 12-31-9524,363.98New Housing Agency Bonds:285.000.00Original Issue Amount285.000.00Both rement through 12-31-95164.337.72

 Retirement through 12-31-95
 164,337.72

 Retirements during the year
 9,623.28

 Balance 12-31-96
 111,038.90

Total Notes and Bonds

135.402.88

(A) Project Notes-Non HUD are obligations due HUD. The Debt Forgiveness Act of 1985 forgave these notes. PHA's that executed a revised ACC in 1995 have accomplished the debt forgiveness. The PHA has not accrued interest on Project Notes-Non HUD.

All principal and interest requirements are funded in accordance with Federal law by the annual contributions from the US Department of HUD. At December 31, 1996, the PHA has accumulated \$143.41 in the debt service funds for future debt requirements.

in a reporting departure from GAAP, I am not able to disclose Bond and Note principal and interest maturities for the subsequent five years as well as year six through maturity, nor interest rates and maturity dates because the PHA could not locate the amortization schedules.

### NOTE 10--INTERFUND ASSETS/LIABILITIES

Interfund receivables/payables at December 31, 1996 is as follows:

General Fund Receivable 15,684.59

Capital Projects Fund Payable (15,684.59)

### NOTE 11-COMMITMENTS AND CONTINGENCIES

There are certain major construction projects at December 31, 1996. As approved by HUD these projects are being funded by HUD. Funds are requested periodically as the cost is incurred. Costs incurred on these projects and estimated cost to complete these projects totaled \$256,969.56 and \$13,030.44 as of December 31, 1996.

The PHA participates in a number of state and federally assisted grant programs. Although he current grant programs have been audited in accordance with the Single Audit Act of 1994 through becember 31, 1996, these programs are still subject to compliance audits. PHA management believes that the amount of disallowances, is may, which may arise from future audits will not be material.

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### THE HOUSING AUTHORITY OF THE TOWN OF ERATH ERATH, LOUISIANA NOTES TO THE FINANCIAL STATEMENTS

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

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

The PHA has the following programs under management:

ACC Number Number of Units PHA Owned Housing FW-744 58

NOTE 1-SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

### A. BASIS OF PRESENTATION

The accompanying financial statements of the PHA have been prepared in conformity with GAAP as applied to governmental units. The Governmental Accounting Standards Board is the accepted standardsetting body for establishing governmental accounting and financial reporting principles.

### B. REPORTING ENTITY

GASB Statement Number 14 established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Because the PHA is legally separate and fiscally independent by being solely accountable for fiscal matters, including (1) budget authority, (2) responsibility for funding deficits and operating deficiencies, (3) fiscal management for controlling the collection and disbursement of funds, (4) authority to issue debt, the PHA is a separate governmental reporting entity. The PHA includes all funds, account

# groups, activities that are within the oversight responsibility of the PHA.

internal control structure and a report dated June 3, 1997 on its compliance with laws and regulations.

My 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 supporting schedules in the table of contents is presented for the purposes of additional analysis and is not a required part of the financial statements of the Housing Authority of The Town of Erath. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and , in my opinion, is fairly presented in all material respects in relation to the financial statements taken as a whole. The accompanying supplemental information is identified as :

A. Supplemental Information Schedules--GAAP basis has been subjected to the procedures applied in the audit of the general purpose financial statements and, in my opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.