

# HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Combined Statement of Revenues, Expenditures,  
and Changes in Fund Balances - Governmental Funds  
June 30, 1997

	General Fund	Special Revenue Fund	State Service Fund	Capital Project Fund	Total (Major Account Code)
<b>Revenues</b>					
<b>Local Source:</b>					
Property rental	\$ 62,289	\$ 891,128	\$ -	\$ -	\$ 1,453,417
Interest on debt	24,573	11,123	-	-	35,696
Other	71,981	70,000	-	-	141,981
<b>Federal Revenues</b>					
Operating subsidy	296,402	-	-	-	296,402
Annual contribution	-	-	148,000	-	148,000
<b>Grants</b>					
-	-	897,342	-	292,117	1,192,459
<b>Total revenues</b>	<u>864,245</u>	<u>1,869,593</u>	<u>148,000</u>	<u>292,117</u>	<u>3,173,955</u>
<b>Expenditures</b>					
<b>Current:</b>					
Administration	244,449	550,008	-	-	794,457
Utilities	37,298	66,432	-	-	103,730
Ordinary maintenance & operations	345,794	304,048	-	-	649,842
General expenditures	262,528	281,116	-	-	543,644
Nonrevenue maintenance	55,288	-	-	-	55,288
Housing assistance programs	-	999,199	-	-	999,199
Facilities Acquisition and Construction	55,600	47,281	-	292,117	894,998
<b>Debt Service:</b>					
Principal retirement	-	-	97,248	-	97,248
Interest and bond charges	-	-	7,263	-	7,263
<b>Total expenditures</b>	<u>1,003,179</u>	<u>1,244,937</u>	<u>104,511</u>	<u>292,117</u>	<u>2,644,744</u>
<b>Excess (deficiency) of Revenues Over Expenditures</b>	<u>(138,934)</u>	<u>624,656</u>	<u>(56,511)</u>	<u>-</u>	<u>410,601</u>
<b>Transfer - Net</b>					
-	298,726	(118,704)	-	-	180,022
<b>Fund Balances at Beginning of Year</b>	<u>298,428</u>	<u>208,996</u>	<u>312</u>	<u>-</u>	<u>507,736</u>
<b>Fund Balances at End of Year</b>	<u>159,494</u>	<u>805,952</u>	<u>351</u>	<u>-</u>	<u>1,366,797</u>

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

### Condensed Statement of Revenues, Expenditures, and Changes in Fund Balances - (Budget (GAAP Basis) and Actual Governmental Funds - General Fund For the Year Ended June 30, 1997

	Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues</b>			
<b>Local sources</b>			
Dwelling rental	\$ 597,280	\$ 604,280	\$ 7,000
Interest earnings	28,000	29,972	(1,928)
Other	6,800	70,667	63,867
<b>Federal sources</b>			
Operating activity	286,602	286,602	-
<b>Total revenues</b>	<u>828,782</u>	<u>828,561</u>	<u>221</u>
<b>Expenditures</b>			
<b>Current:</b>			
Administration	294,850	294,367	(483)
Utilities	58,608	57,508	1,100
Ordinary maintenance & operations	303,338	345,794	42,456
Capital expenditures	300,000	262,828	37,172
Depreciation maintenance	30,280	33,280	(3,000)
Facilities acquisition and construction	77,120	38,433	38,687
<b>Total expenditures</b>	<u>925,296</u>	<u>1,038,310</u>	<u>(113,014)</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	(96,514)	(209,749)	113,235
Transfer - Net	318,794	318,794	-
<b>Fund Balances at Beginning of Year</b>	<u>586,528</u>	<u>268,528</u>	<u>318,000</u>
<b>Fund Balances at End of Year</b>	<u>\$ 788,814</u>	<u>\$ 615,573</u>	<u>\$ 173,241</u>

The notes to the financial statements are an integral part of this statement.

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Combined Statement of Revenues, Expenditures, and  
Changes in Fund Balances - Budget (DAA) Fund and Actual  
Governmental Funds - Special Revenue Fund  
For the Year Ended June 30, 1997

	Budget	Actual	Variance Favorable (Adverse)
<b>Revenues</b>			
<b>Local sources:</b>			
Dwelling rental	\$ 881,400	\$ 883,158	\$ (277)
Interest earnings		12,315	12,315
Other	23,900	78,520	44,620
<b>Federal sources:</b>			
Grants	508,838	890,333	(381,495)
<b>Total revenues</b>	<u>1,414,138</u>	<u>1,852,326</u>	<u>(438,188)</u>
<b>Expenditures</b>			
<b>Current:</b>			
Administration	238,768	250,000	\$ 1,232
Utilities	71,000	86,405	\$ 15,405
Housing maintenance & operations	543,651	598,249	\$ 54,598
General expenditures	121,524	183,140	\$ 61,616
Housing assistance payments	588,144	868,179	\$ 280,035
Furniture acquisition and construction	58,508	61,908	\$ 3,400
<b>Total expenditures</b>	<u>1,639,495</u>	<u>1,948,081</u>	<u>(308,586)</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	774,643	904,245	\$ 129,602
Transfer - Net	(246,794)	(246,794)	
<b>Fund Balances at Beginning of Year</b>	<u>330,805</u>	<u>330,804</u>	
<b>Fund Balances at End of Year</b>	<u>\$ 358,852</u>	<u>\$ 377,853</u>	<u>\$ 19,001</u>

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Notes to the Financial Statements  
As of and for the Year Ended June 30, 2020

Housing Authorities are characterized as a public corporation under the laws (L.A.-RS 88:301) of the State of Louisiana for the purpose of providing safe and sanitary dwelling accommodations. This reason was contingent upon the local governing body of the city or parish declaring a need for the Housing Authority to function in each city or parish. The Housing Authority of the City of Bossier City is governed by a five member Board of Commissioners. The members, appointed by the Honorable Mayor of the City of Bossier City, serve a five year staggered term.

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-cost housing programs in the United States. Accordingly, HUD has entered into an annual contribution contract with the Housing Authority for the purpose of enabling the Housing Authority to finance the acquisition, construction and leasing of housing units and to make annual contributions (subsidies) to the Housing Authority for the purpose of maintaining this low cost character.

The Housing Authority has 499 units in management at projects LA 42-19 and is the contract administrator for LA 460032-1 consisting of 179 units as shown below:

		<u>Units</u>
PHA Owned Housing	PW 1246	499
Section 8 - New Construction	PW 2071	179

The Housing Authority acquired a 364 unit multifamily complex from HUD during the year with the condition that the property will be maintained as rental or cooperative housing for a period of twenty years and is exempt from the local ad valorem income tax for a period of thirty years. The complex is not subsidized by HUD.

### 1. Summary of Significant Accounting Policies

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

#### a. Reporting Entity

GASB Statement 14 establishes criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Under provisions of this Statement, the Housing Authority is considered a primary government, since it is a special purpose government that has a separately elected governing body, is legally separate, and is financially independent of other state or local governments. As used in GASB Statement 14, financially independent means that the Housing Authority may, without the approval or consent of another governmental entity, determine or modify its own budget, set rates or charges, and issue debt. The Housing Authority also has its component units, defined by GASB Statement 14 as other legally separate organizations for which the elected Housing Authority Board members are financially accountable. There are no other primary governments with which the Housing Authority has a significant relationship.

Certain units of local government with which the Housing Authority maintains a close working relationship, such as the school board, parish police, fire, other independently elected parish officials, and municipalities within the parish, are excluded from the accompanying financial statements. These units of government are considered separate reporting entities and issue financial statements separate from those of the Housing Authority. In addition, the accompanying financial statements do not include various revenue associations which are legally separate entities.

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Notes to the Financial Statements  
As of and for the Year Ended June 30, 1997

### I. Summary of Significant Accounting Policies (Continued)

#### A. Funds and Account Groups

The Housing Authority 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 various 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 expendable financial resources.

Funds of the Housing Authority are classified into two 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:

**Governmental Funds** - Governmental funds account for all or most of the Housing Authority's general activities, including the collection and disbursement of revenues or legally restricted monies, the acquisition or 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 Housing Authority accounts for all financial resources, except those required to be accounted for in other funds.
2. **Special Revenue Funds** - account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. Special revenue funds contain financial statements for the Section B Housing Assistance Program and transactions of the Riverwood Apartment Complex.
3. **Debt Service Fund** - accounts for transactions relating to monies received and used for the payment of principal and interest on those long-term obligations recorded in the general long-term obligations account group.
4. **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 Housing Authority. Fiduciary funds include:

1. **Tenant's Security Deposit Agency Fund** - accounts for assets held by the Housing Authority as an agent for the individual tenants.

Agency funds are recorded in nature (asset equal liabilities) and do not involve measurement of results or operations.

#### Account Groups

The general fixed assets account group is used to account for fixed assets not accounted for in proprietary or trust funds.

The general long-term debt account group is used to account for general long-term debt and certain other liabilities that are not specific liabilities of proprietary or trust funds.

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Notes to the Financial Statements  
As of and for the Year Ended June 30, 1997

### 1. Summary of Significant Accounting Policies (Continued)

#### c. Measurement Basis and Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement basis. All governmental funds are accounted for using a current financial resources measurement basis. With this measurement basis, 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 is used by all governmental funds and agency funds. The governmental funds use the following practices in recording revenues and expenditures:

**Revenues** - Federal reimbursements are recorded as unrestricted grants-in-aid when available and measurable. Federal restricted grants are recorded when the reimbursable expenditures have been incurred.

Interest 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 Housing Authority.

**Expenditures** - Salaries are recorded as expenditures when paid.

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

Commutational allowances 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's and interest on general long-term debt are recognized when due.

Substantially all other expenditures are 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 type, such as capital lease transactions, sale of fixed assets, debt on liquidations, long-term debt proceeds, or grants) are amounts of the indirect financing sources (uses). These other financing sources (uses) are recognized at the time the underlying events occur.

**Deferred Revenues** - The Housing Authority reports deferred revenues on its combined balance sheet. Deferred revenues arise when revenues are received by the Housing Authority before it has a legal claim to them, so when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when the Housing Authority has a legal claim to the revenues, the timing of deferred revenues is reversed from the combined balance sheet and the revenue is recognized.

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Notes to the Financial Statements  
As of and for the Year Ended June 30, 1997

### 1. Summary of Significant Accounting Policies (Continued)

#### a. Budgets

The following summarizes the budget activities of the Housing Authority during the year ended June 30, 1997:

1. The Housing Authority adopted budgets for the General Fund, Special Revenue Funds and the Capital Projects Fund. The Capital Projects Funds' budget in actual comparison has not been included since the capital projects are a multi-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 control 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.
6. HUD approves all budgets adopted by the Housing Authority except the budget for the Blended Apartment Complex.
7. State statute requires a budget amendment when actual revenues within a fund fall by more budgeted revenues by five percent or more and/or actual expenditures within a fund exceed budgeted expenditures by five percent or more. Budget variances included in the accompanying financial statements include the original adopted budget and all subsequent amendments which were not considered significant by management.

#### b. Encumbrances

Encumbrances accounting, under which purchase orders are recorded in order to assure that portions 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 when necessary, revisions by the budget are made.

#### c. 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 third parties. Under state law, the Housing Authority may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

#### d. 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.

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Notes to the Financial Statements  
As of and for the Year Ended June 30, 1997

### 1. Summary of Significant Accounting Policies (Continued)

#### a. Inventory

All purchased inventory items are valued at cost (first in, first out). 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 consumption method, that is, the expenditures are charged when the items are consumed.

#### b. Prepaid Items

Cashier payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items. Prepaid expenses consist of prepaid insurance.

#### c. 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 separately in the general fund 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 gifts of fixed assets. Donated fixed assets are recorded at estimated fair market value on the date the gift is made. Fixed assets of the Riverwood Apartment Complex include donated land and buildings of \$2,550,000.

#### d. Compensated Absences

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

The cost of accrued leave privileges, accounted in accordance with GASB Codification Section 201, 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.

#### e. 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.

#### f. Fund Equity

**Reserves** - Reserves represent those portions of fund equity not appropriate for expenditures or legally obligated for a specific future use.



## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Notes to the Financial Statements  
As of and for the Year Ended June 30, 1997

### I. Summary of Significant Accounting Policies (Continued)

#### a. Interfund Transactions

Quasi-internal transactions are accounted for as revenues, expenditures, or expenses.

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 reimbursements of expenditures in the fund that is reimbursed. All other net or fund-to-fund transactions are reported as transfers. Minor transfers to non-fundal purposes if sufficient equity is reported as restricted equity transfers. All other fund-to-fund transfers are reported as operating transfers.

#### b. Total Columns on Combined Statements

The total columns on the combined statements are captioned Memorandum Only to indicate that they are prepared 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 elimination does not have an effect on the aggregation of this data.

#### c. New Applicable GASB Provisions

In November 1994, the GASB issued Statement No. 27, "Accounting for Pensions by State and Local Governmental Employers" (GASB 27). GASB 27 prescribes changes in pension accounting and disclosure requirements for employers participating in single employer/multiple defined benefit plans, cost sharing multiple employer defined benefit plans, and defined contribution plans. The Housing Authority sponsors a multiple-employer defined contribution plan which has some characteristics of a defined benefit pension plan. GASB 27 is effective for fiscal years beginning after June 15, 1997. The Housing Authority has not yet determined when GASB 27 will be adopted or determined the effects of adoption.

### 2. Deposits and Investments

Deposits and investments of the primary government are stated at cost which approximates market. Under state law, 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 face of deposit certificates 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 year-end, the Housing Authority's carrying amount of deposits was \$1,488,581 and the bank balance was \$1,223,292. Of the bank balance, \$68,000 was covered by federal depository insurance or by collateral held by the Housing Authority's Agent in the Housing Authority's name (GASB Category 1). The remaining balance of \$615,292 was collateralized with securities held by the pledging financial institution's trust department or agent but not in the Housing Authority's name (GASB Category 7).

Cash in the amount of \$72,917 is restricted for payment of interest security deposits.

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Notes to the Financial Statements  
As of and for the Year Ended June 30, 1997

### 2. Deposits and Investments (Continued)

	Total	FDIC	Securities
Mutuals	\$ 399,000	\$ 100,000	\$ 299,000
MFCA	507,579	100,000	217,579
Bank Cash	180,000	180,000	-
CDs	180,000	180,000	-
Regions	180,000	180,000	-
Others	215,893	300,000	115,893
	<u>\$ 1,732,592</u>	<u>\$ 800,000</u>	<u>\$ 619,592</u>

### 3. Receivables

The receivables of \$168,648 at June 30, 1997, are as follows:

Class of Receivables	General Fund	Special Revenue Funds	Debt Service Fund	Capital Project Fund	Total
Local sources					
Tenants	\$ 1,200	\$ 3,717	-	-	\$ 4,917
Other	1,200	-	-	-	1,200
Federal sources					
Due from HUD	-	-	158,182	8,298	175,860
Total	<u>\$ 2,400</u>	<u>\$ 3,717</u>	<u>\$ 158,182</u>	<u>\$ 8,298</u>	<u>\$ 168,648</u>

### 4. Fixed Assets

The changes in general fixed assets are as follows:

	Balance July 1, 1996	Additions	Deletions	Balance June 30, 1997
Land	\$ 2,442,983	-	-	\$ 2,442,983
Buildings	15,477,285	4,816,096	2,412,731	17,880,650
Furniture and equipment	479,035	365,712	168,038	676,709
Construction in progress	3,332,883	111,152	3,684,078	754,000
Total	<u>\$ 21,632,186</u>	<u>\$ 4,892,960</u>	<u>\$ 4,264,847</u>	<u>\$ 22,260,300</u>

Fixed assets of \$18,172,418 are encumbered to HUD pursuant to the Annual Contribution Contract as collateral for obligations owed to the U. S. Government. The building cost includes \$3,477 of mortgage expenditures as determined by HUD. The remaining \$1,571,094 of fixed assets are assets of the Municipal Government Company and are not encumbered to HUD.

## HOUSING AUTHORITY OF THE CITY OF HOSSIER CITY

Notes to the Financial Statements  
As of and for the Year Ended June 30, 1997

### 6. Retirement System

The Housing Authority participates in The Housing-Retiree and Local Agency Retirement Plan which is a defined contribution plan. Through this plan, the Housing Authority 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 six months of continuous and uninterrupted employment. Each participant in the plan is required to make a monthly contribution equal to six percent of his basic compensation. The employee makes a monthly contribution equal to 6.5 percent of each participant's basic compensation. The Housing Authority's contribution for each employee and interest attributable to the employee's account are fully vested after two years of continuous service. The Housing Authority's contributions and interest for those by employees who leave employment before five years of service are used to offset future contributions of the Housing Authority.

The Housing Authority's total payroll for the fiscal year ended June 30, 1997 was 1703,986. The Housing Authority's contributions were calculated using the base salary amount of \$110,201. Both the Housing Authority and the covered employees made the required contributions for the year ended June 30, 1997. Employee contributions to the plan totaled \$45,654. The Housing Authority contributions totaled \$25,980 for the year ended June 30, 1997.

### 6. Accounts Payable

The payables of \$80,590 as June 30, 1997, are as follows:

	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Capital Projects Funds</u>	<u>Total</u>
Vendors	\$ 15,056	\$ 9,708	\$ 628	\$ 25,392
Due to Other Governments:				
Payments in Lieu of Taxes	54,268	-	-	54,268
Other	<u>781</u>	<u>          </u>	<u>          </u>	<u>781</u>
Total	<u>\$ 30,285</u>	<u>\$ 9,708</u>	<u>\$ 628</u>	<u>\$ 40,621</u>

### 7. Compensated Absence

As June 30, 1997, employees of the Housing Authority have accumulated and vested \$33,117 of employee leave benefits, which was computed in accordance with OASDI Certification Section C60. This amount is not reported to be paid from current available resources; therefore, the liability of \$33,117 is recorded within the period long-term obligations account group.

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Notes to the Financial Statements  
As of and for the Year Ended June 30, 1997

### 8. Changes in Agency Fund Deposits Due Others

	<u>Balance</u> <u>July 1, 1996</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>June 30, 1997</u>
Agency funds:				
Tennessee Security Deposits	\$ 48,783	\$ 4,082	\$ 492	\$ 52,373

### 9. Changes in General Long-Term Obligations

The following is a summary of the long-term obligation transactions for the year ended June 30, 1997:

	<u>Compensated</u> <u>Amounts</u>	<u>Notes and</u> <u>Bonds</u>	<u>Total</u>
Balance, July 1, 1996	\$ 33,411	\$ 3,753,826	\$ 3,787,237
Additions	0	0	0
Deductions	428	81,468	81,896
Balance, June 30, 1997	\$ 32,983	\$ 3,672,358	\$ 3,705,341

The following notes and bonds outstanding at June 30, 1997, are HUD-guaranteed with maturities from 1999 to 2010 and interest rates from 4.5% to 6.6%. Fixed principal and interest payable in the next fiscal year are \$65,800 and \$63,584, respectively. The debt service fund accounts for bond and principal payments. Debt service requirements are funded by the fixed annual contribution to HUDs. The individual issues are as follows:

	<u>Original</u> <u>Issue</u>	<u>Interest</u> <u>Rate</u>	<u>Fixed</u> <u>Payments</u> <u>(2000)</u>	<u>Interest</u> <u>to</u> <u>Maturity</u>	<u>Principal</u> <u>Outstanding</u> <u>June 30, 1997</u>
<b>PROJECT NORTHSTAR II (A)</b>					
LA 42-0					\$ 1,222,000
LA 42-0					665,337
LA 42-001					368,152
<b>GENERAL FINANCING BONDS</b>					
LA 42-5	\$ 751,276	6.60%	1998	\$ 4,776	45,731
LA 42-6	\$ 222,049	6.60%	1998	3,733	37,278
LA 42-6	1,870,000	6.60%	2009	318,430	641,545
<b>SINGLE ISSUE BONDS</b>					
LA 42-5	\$ 835,000	6.50%	2000	178,238	452,457
<b>Total</b>				<u>\$ 453,668</u>	<u>\$ 3,614,678</u>

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Notes to the Financial Statements  
As of and for the Year Ended June 30, 1997

### B. Changes in General Long-Term Obligations (Continued)

(A) **Project Notes - Non HUD tax obligations (not HUD).** The Debt Empowerment Act of 1983 (regarding these notes). The timing of the official certification of the remaining notes is unknown. The Housing Authority has not accrued interest on Project Notes-Non HUD since HUD will eventually forgive the principal and interest amounts. Due to the uncertainty of the outcome of these notes, a schedule of maturities is not prepared for the Project Notes - Non HUDs.

All principal and interest requirements are funded in accordance with Federal law by the annual real-estate taxes to the U. S. Department of Housing and Urban Development. At June 30, 1997, the Housing Authority has accumulated \$341 in the debt service funds for future debt requirements. The funds are due as follows:

Year Ending June 30,	Principal Payments	Interest Payments	Total
1998	\$ 100,860	\$ 65,504	\$ 166,364
1999	106,735	58,176	164,911
2000	70,487	52,888	123,375
2001	77,711	48,065	125,776
2002	78,835	44,098	122,933
2003 and thereafter	605,227	185,952	791,179
Total	\$ 1,170,855	\$ 453,683	\$ 1,624,538

### B0. Intergovernmental Assets/Liabilities

Intergovernmental receivables/payables at June 30, 1997 are as follows:

	Due from	Due to
General Fund	\$ 4,365	\$ -
Special Revenue Funds	-	3,703
Capital Projects Funds	-	-
LA 42-783	-	1,828
Total	\$ 4,365	\$ 5,531

### B1. Commitments and Contingencies

#### Litigation

At June 30, 1997 the Housing Authority was a defendant in a lawsuit which could possibly result in damages of less than \$3,000. The amount has been recorded for financial statement purposes.

#### Construction Contracts

There are certain major construction projects in progress at June 30, 1997. These include modernizing rental units at practically all of the eight projects. As approved by HUD, these projects are being funded by HUD. Funds are requested periodically as the cost is incurred.

## HOUSING AUTHORITY OF THE CITY OF ROSSIER CITY

Notes to the Financial Statements  
As of and for the Year Ended June 30, 1997

### 11. Commitments and Contingencies (Continued)

#### Grant Disbursements

The Housing Authority participates in a number of state and federally assisted grant programs. Although the grant programs have been funded in accordance with the Single Audit Act of 1984 through June 30, 1996, these programs are still subject to compliance audits. Housing Authority management believes that the amount of disbursements, if any, which may arise from future audits will not be material.

#### Risks and Uncertainties

The Housing Authority is exposed to various risks of loss related to thefts; theft of; damage to and destruction of tangible assets and liabilities; injuries to employees; and natural disasters. The Housing Authority carries commercial insurance for all risks of loss, including workers' compensation and employee health and accident insurance. Subscribers have not provided insurance coverage in any of the past three fiscal years.

**SUPPLEMENTAL INFORMATION SCHEDULES -  
GENERALLY ACCEPTED ACCOUNTING PRINCIPLES BASIS**

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Supplemental Information Schedules as of and for the  
Year Ended June 30, 1997

### Special Revenue Funds

#### Charitable

(Local Income Housing Assistance, Section 8 - New Construction, CDA #14.05)

Provides housing assistance payments to participating owners on behalf of eligible tenants to provide eleven units and auxiliary housing for very low-income families at units they can afford. Housing assistance payments are used to make up the difference between the approved rent due to the owner for the dwelling unit and the occupant family's proposed contribution towards rent.

#### Recreational Apartments

This fund accounts for the activity of a 384-unit residential complex acquired by the Housing Authority from ERFD on September 27, 1995.



## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Combining Balance Sheet - Special Revenue Funds  
June 30, 1991

	<u>Current</u>	<u>Encumbrance</u>	<u>Total</u>
<b>Assets</b>			
Cash and cash equivalents	\$ 121,303	\$ 183,858	\$ 305,161
Receivables	_____	_____ 3,357	_____ 3,357
<b>Total assets</b>	<b>\$ 121,303</b>	<b>\$ 187,215</b>	<b>\$ 308,518</b>
<b>Liabilities and Fund Equity</b>			
<b>Liabilities</b>			
Accounts payable	\$ 4,354	\$ 8,809	\$ 13,163
<b>Total liabilities</b>	<b>_____ 4,354</b>	<b>_____ 8,809</b>	<b>_____ 13,163</b>
<b>Fund Equity</b>			
<b>Fund balances:</b>			
Unreserved and undesignated	_____ 116,949	_____ 178,405	_____ 295,354
<b>Total equity</b>	<b>_____ 116,949</b>	<b>_____ 178,405</b>	<b>_____ 295,354</b>
<b>Total liabilities and fund equity</b>	<b>\$ 121,303</b>	<b>\$ 187,215</b>	<b>\$ 308,518</b>

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Combining Statement of Revenues, Expenditures,  
and Changes in Fund Balances  
For the Year Ended June 30, 2009

	<u>Operating</u>	<u>Nonoperating</u>	<u>Total</u>
<b>Revenues</b>			
<b>Local sources:</b>			
Dwelling rental	\$ -	\$ 887,058	\$ 887,058
Interest earnings	5,911	6,302	12,213
Other	-	78,539	78,539
<b>Federal sources:</b>			
Grants	891,393	-	891,393
Total revenues	<u>897,304</u>	<u>963,899</u>	<u>1,861,203</u>
<b>Expenditures</b>			
<b>Current:</b>			
Administration	18,346	179,683	198,038
Utilities	-	66,425	66,425
Ordinary maintenance & operations	-	336,249	336,249
General expenditures	1,158	305,615	306,773
Housing assistance payments	668,158	-	668,158
Facilities acquisition and construction	-	82,781	82,781
Total expenditures	<u>687,662</u>	<u>964,753</u>	<u>1,652,415</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>			
	21,642	28,146	49,788
<b>Transfer - General Fund</b>			
	-	(94,754)	(94,754)
<b>Fund Balances at Beginning of Year</b>	<u>95,100</u>	<u>224,574</u>	<u>319,674</u>
<b>Fund Balances at End of Year</b>	<u>\$ 116,742</u>	<u>\$ 255,966</u>	<u>\$ 372,708</u>

**HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY**

Supplemental Information Schedule  
As of and For the Year Ended June 30, 1997

**Capital Projects Funds**

**Project LA 42-811**

(Comprehensive Improvement Assistance Program, CFDA# 14.852)

Project LA 42-811 is a Federal (HUD) funded "Comprehensive Improvement Assistance Program" for modernizing project LA 42-1034038.

**Project LA 42-812**

(Comprehensive Improvement Assistance Program, CFDA# 14.852)

Project LA 42-812 is a Federal (HUD) funded "Comprehensive Improvement Assistance Program" for modernizing project LA 42-1034038.

**Project LA 42-789**

(Comprehensive Grant Program, CFDA# 14.854)

Project LA 42-789 is a Federal (HUD) funded "Comprehensive Grant Program" for modernizing project LA 42-1034038.

**Project LA 42-790**

(Comprehensive Grant Program, CFDA# 14.854)

Project LA 42-790 is a Federal (HUD) funded "Comprehensive Grant Program" for modernizing project LA 42-8.

**Project LA 42-791**

(Comprehensive Grant Program, CFDA #14.854)

Project LA 42-791 is a Federal (HUD) funded "Comprehensive Grant Program" for LA 42-8.

**Project LA 42-794**

(Comprehensive Grant Program, CFDA #14.854)

Project LA 42-794 is a Federal (HUD) funded "Comprehensive Grant Program" for LA 4-1945.



HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Comparing Statement of Revenues, Expenditures,  
and Changes in Fund Balances - Capital Projects Funds  
For the Year Ended June 30, 1997

	Project LA 42-011	Project LA 42-012	Project LA 42-013	Project LA 42-014	Project LA 42-015	Project LA 42-016	Total
<b>Revenues</b>							
Federal grants:							
Grants	1,000	0	0	0	0	0	1,000
Total revenues	1,000	0	0	0	0	0	1,000
<b>Expenditures</b>							
Facilities acquisition and renovation							
Total expenditures	0	0	0	0	0	0	0
Excess (Deficiency) of Revenues over Expenditures	1,000	0	0	0	0	0	1,000
<b>Fund Balances at Beginning of Year</b>	0	0	0	0	0	0	0
<b>Fund Balances at End of Year</b>	1,000	0	0	0	0	0	1,000

**HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY**

Supplemental Information Schedule  
As of and For the Year Ended June 30, 1997

**Agency Funds**

**Tenant Security Deposit Agency Fund**

The activities of the various tenant security deposits accounts are accounted for in the Tenant Security Deposit Agency Fund. While the accounts are under the supervision of the Housing Authority, they belong to the tenants and are not available for use by the Housing Authority.

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Schedule of Changes in Assets and Liabilities - Agency Funds  
June 30, 1997

	<u>Balance,</u> <u>Beginning</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance,</u> <u>Ending</u>
<b>Tenant's Security Deposits</b>				
<b>Assets</b>				
Cash and cash equivalents	\$ 62,280	4,882	60	\$ 67,102
<b>Liabilities</b>				
Deposits due others	\$ 62,280	4,882	60	\$ 67,102

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

### Schedule of Changes in Deposits Due Others Toward Security Deposits For the Year Ended June 30, 2000

Project	Balance, Beginning	Additions	Deductions	Balance, Ending
LA 42-1	\$ 5,000	\$	\$ 80	\$ 4,920
LA 42-2	4,840	85		4,925
LA 42-3	4,245	15		4,260
LA 42-4	3,535	365		3,900
LA 42-5	4,230		370	3,860
LA 42-6	5,140	240		5,380
LA 42-8	1,250	350		1,600
LA 42-9	1,400	5		1,405
Enclosed Apartments	<u>31,495</u>	<u>3,000</u>		<u>34,495</u>
<b>Total</b>	<u>\$ 62,990</u>	<u>\$ 3,400</u>	<u>\$ 450</u>	<u>\$ 71,940</u>



## **HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY**

*Supplemental Information Schedule  
As of and For the Year Ended June 30, 1997*

### **General**

#### **Compensation Paid Board Members**

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

Ms. Heidi Sims, Chairperson  
Mr. Donald T. Nix, Vice Chairperson  
Mr. Johnny A. Babin  
Mrs. Vera Hargrove  
Mr. Charles Mink

#### **Schedule of Expenditures of Federal Awards**

In accordance with Office of Management and Budget (OMB) Circular A-133, a schedule of expenditures of federal awards is presented.

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Schedule of Expenditures of Federal Awards  
For the Year Ended June 30, 1997

Federal Grantor/ Pass-Through Grantor/Program Name	CFDA Number	Program or Award Amount
<b>U.S. Department of HUD Direct Programs</b>		
<b>Public and Indian Housing -</b>		
Fixed Asset Construction (1)	14.850	\$ 148,942
Operating Subsidy	14.850	286,600
Total Program*		435,542
Comprehensive Improvement Assistance Program*	14.851	6,000
Comprehensive Grant Program	14.859	736,188
<b>Lower Income Housing Assistance</b>		
Section 8 - New Construction*	14.150	857,000
<b>Total U.S. Dept. of Housing and Urban Development</b>		<b>\$ 1,155,230</b>

- (1) The Housing Authority of the City of Bossier City is indebted to the Department of Housing & Urban Development for \$4,481,261 at June 30, 1997. Also, the Department of Housing & Urban Development has guaranteed through the Annual Contribution contract the Housing Authority of the City of Bossier City's bonded indebtedness. This bonded indebtedness was \$1,235,891 at June 30, 1997.

\*Indicates Major Program

**SUPPLEMENTAL INFORMATION SCHEDULES -  
TITLE PRESCRIBED FORMAT**

# HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Analysis of Surplus  
Statement Basis  
June 30, 1997

## PHA Owned Housing (AOC 1144)

Unaudited Surplus	
Balance, Beginning	\$ (6,516,790)
Prior audit adjustments	(98,394)
Net Loss	(981,158)
Provision for (Reduction of)	
Operating reserve	_____ 6,811
Balance, Ending	_____ (8,597,352)
Operating reserve	
Balance, Beginning	306,491
Provision for (Reduction of)	
Operating reserve	_____ (3,811)
Balance, Ending	_____ 292,680
Cumulative HUD Contributions	
Balance, Beginning	31,009,710
Annual Contribution Received	148,182
Operating activity	_____ 296,082
Balance, Ending	_____ 32,453,974
Cumulative HUD Grants	
Balance, Beginning	5,880,670
HUD Independent Fee Grants	_____ 79,133
Balance, Ending	_____ 5,959,803
Total Surplus	\$ _____ 11,736,525

**HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY**

Analysis of Surplus  
Statutory Basis  
June 30, 1977

**Section 5 - New Construction**

**Unreserved Surplus**

Balance, Beginning	5	(1,841,944)
Prior audit adjustments		4
Net Loss		(831,174)
(Provision for) Reversion of:		
Operating reserve		<u>(21,281)</u>
Balance, Ending		<u>(2,688,355)</u>

**Operating Reserve**

Balance, Beginning		96,128
Provision for (Reversion of):		
Operating reserve		<u>(21,281)</u>
Balance, Ending		<u>74,847</u>

**Project Account Unfunded**

Balance, Beginning		1,668,694
Prior audit adjustments		4
Provision for (Reversion of)		
Project Account Unfunded		<u>(4)</u>
Balance, Ending		<u>1,668,694</u>

**Cumulative HUD Contributions**

Balance, Beginning		11,585,317
Annual Contributions (Target)		<u>871,333</u>
Balance, Ending		<u>12,456,650</u>
<b>Total Surplus</b>	<b>3</b>	<b><u>1,868,345</u></b>

**HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY**

Statement of Actual Modernization Cost Certificate  
June 30, 1997

Schedule 1

**PIERCE OPENED HOUSING (AOC) PW 044**

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

	Cost	
	(\$ - \$0,000-\$11.0)	
Funds approved	5	158,833
Funds expended		<u>158,833</u>
Excess of funds approved	0	<u>0</u>
Funds advanced	4	158,833
Funds expended		<u>158,833</u>
Excess of funds advanced	0	<u>0</u>

2. The distribution of costs as shown on the actual comprehensive grant cost certificate dated September 25, 1996 for the above project is in agreement with the Housing Authority's records.
3. All modernization costs have been paid and all related liabilities have been discharged through payment.

**HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY**

Statement of Actual Modernization Cost Certificates  
June 30, 1997

Schedule 3

**RENT OWNED HOUSING (AOC BY 144)**

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

	Grant [A-45-0743-001-2]
Funds approved	\$ 288,780
Funds expended	<u>288,780</u>
Excess of Funds approved	\$ <u>0</u>
Funds advanced	\$ 288,780
Funds expended	<u>288,780</u>
Excess of Funds advanced	\$ <u>0</u>

2. The distribution of costs as shown on the actual comprehensive grant cost certificate dated September 20, 1996 for the above project is in agreement with the Housing Authority's records.
3. All modernization costs have been paid and all related liabilities have been discharged through payment.

**HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY**

Statement of Actual Comprehensive Grant Cost Certificate  
June 30, 1997

Schedule 2

**PLA EMPLOYEES' HOUSING (AAS: FY 144)**

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

	Grant	
	LA-18-P042-700-02	
Funds approved	\$	798,256
Funds expended		<u>798,256</u>
Balance of funds approved	\$	<u>0</u>
Funds advanced	\$	798,256
Funds expended		<u>798,256</u>
Balance of funds advanced	\$	<u>0</u>

2. The distribution of costs as shown on the actual comprehensive grant cost certificate dated December 30, 1996 for the above project is in agreement with the Housing Authority's records.
3. All modernization costs have been paid and all related liabilities have been discharged through payment.



**OTHER REPORTS REQUIRED BY  
GOVERNMENT AUDITING STANDARDS AND OFFICE OF  
MANAGEMENT AND BUDGET (OMB) CIRCULAR A-133**

The following pages contain reports on internal control structure and compliance with laws and regulations required by Government Auditing Standards issued by the Comptroller General of the United States and U.S. Office of Management and Budget (OMB) Circular A-133, *Audit of States, Local Governments, and Non-Profit Organizations*. The report on internal control structure is based solely on the audit of the general purpose financial statements and includes, where appropriate, any reportable conditions and/or material weaknesses. The report on compliance with laws and regulations is, likewise, based solely on the audit of the general purpose financial statements and proceeds, where applicable, compliance matters that would be material to the general purpose financial statements.



SMITH HUGH RABENOWITZ L.L.P. CERTIFIED PUBLIC ACCOUNTANTS

2100 BARRINGER LANE SUITE 2000 • DALLAS, TEXAS 75201 • TELEPHONE 214 752 5700 • FAX 214 404 4700  
401 WEST 104TH STREET SUITE 110 • HOUSTON, TEXAS 77036 • TELEPHONE 281 742 4600 • FAX 281 742 4600

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

Board of Commissioners  
HOUSING AUTHORITY OF THE  
CITY OF BOSSIER CITY  
Bossier City, Louisiana

We have audited the financial statements of the Housing Authority of the City of Bossier City, Louisiana, as of and for the year ended June 30, 1997, and have issued our report thereon dated August 26, 1997. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Limitations**

As part of obtaining reasonable assurance about whether the Housing Authority of the City of Bossier City, Louisiana's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance that are reported in the separate schedule of findings and questioned costs in item #1.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Housing Authority of the City of Bossier City, Louisiana's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted a certain matter involving the internal control over financial reporting and its operation that we consider to be a reportable condition. Reportable conditions involve matters relating to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the Housing Authority's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. The reportable condition is described in the accompanying schedule of findings and questioned costs in item #2.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, 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 the U.S. Department of Housing and Urban Development. However, this report is a matter of public record and its distribution is not limited.

*Smith Hugh Robinson III*  
Certified Public Accountant

August 26, 1997



SMITH PUGH RADZINOWITZ L.L.P. CERTIFIED PUBLIC ACCOUNTANTS

8 COMMERCIAL STREET, SUITE 1800 • MONROE, LOUISIANA • TELEPHONE 225-382-8000 • TELEFAX 225-382-8004 • FAX 225-382-8008  
801 PINEVIEW ROAD, SUITE 110 • MONROE, LOUISIANA 70111 • TELEPHONE 225-382-8800 • FAX 225-382-8808

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

Board of Commissioners  
HOUSING AUTHORITY OF THE  
CITY OF MONROE CITY  
Monroe City, Louisiana

**Compliance**

We have tested the compliance of the Housing Authority of the City of Monroe City, Louisiana, with the type of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133, *Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 1997. The Housing Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the Housing Authority's management. Our responsibility is to express an opinion on the Housing Authority's compliance based on our audit.

We rendered our audit of compliance in accordance with generally accepted auditing standards, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and OMB Circular A-133, *Quality of System, Local Government, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether non-compliance with the type of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Housing Authority's compliance with these requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Housing Authority's compliance with these requirements.

As detailed in item #1 in the accompanying schedule of findings and questioned costs, the Housing Authority did not comply with requirements regarding HUD regulations that are applicable to its Public and Inflation Housing Program. Compliance with such requirements is necessary, in our opinion, for the Housing Authority to comply with requirements applicable to that program.

In our opinion, except for the non-compliance described in the preceding paragraph, the Housing Authority complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 1997.

**Internal Control Over Compliance**

The management of the Housing Authority of the City of Monroe City, Louisiana, is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the Housing Authority's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

We noted a certain extent involving the internal control over compliance and its operation that we consider to be a reportable condition. Reportable conditions involve matters relating to our activities relating to significant deficiencies in the design or operation of the internal control over compliance that, in our judgment, could adversely affect the Housing Authority's ability to administer a major federal program in accordance with applicable requirements of law, regulations, contracts and grants. The reportable condition is described in the accompanying schedule of findings and questioned costs as item #2.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of law, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe some of the reportable conditions described above is a material weakness.

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

*Smith, Bough, Labovitz, PLLC*  
Certified Public Accountants

August 26, 1997

**HOUSING AUTHORITY OF THE CITY OF HOUSTON CITY**

State of Prior Reportable Conditions  
As of and For the Year Ended June 30, 1997

The status of the case reviewed included in the prior audit report is as follows:

**1. Check, Heating Policy:**

See current year Finding #3.

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Status of Prior Audit Findings and Questioned Costs  
As of and For the Year Ended June 30, 1991

### 1. Trust of Trustee Files

See current year finding #1.

### 2. Violation of Public Bid Laws

This finding is considered resolved.

### 3. Late Filing of Audit Report

This finding is considered resolved.

## HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Schedule of Findings and Questioned Costs  
As of and For the Year Ended June 30, 1997

### 1. Title of Tenant Files

(Public and Indian Housing Program, CFDA #14.850)

**Condition** - Out of 88 files tested, the following were noted:

Seven instances of no contact to obtain information from being filed or updated  
Two instances of income not being verified  
Two instances of lease not being updated to reflect current lease payment  
One instance of no Social Security number for person age six or older

**Reason for Improvement Needed** - Files should be maintained in accordance with HUD regulations.

**Cause of Condition** - Unknown.

**Effect of Condition** - Noncompliance with HUD regulations.

**Recommendation** - Tenant files should be reviewed periodically to ensure compliance with HUD regulations.

**Management's Response** - Management will continue their effort in improving their current quality control systems as they relate to the filing of compliance documentation. As a result of the June 30, 1996, audit, instances of noncompliance decreased.

### 1. Check Signing Policy

(All Programs)

**Condition** - The Housing Authority's check signing policy requires two signatures on checks. Currently the two people who sign checks are the Executive Director and the Senior Civil Service Employee. Disbursements are not approved by the Board.

**Reason Improvement Needed** - Board approval of invoices provides a strong internal control over disbursements.

**Cause of Condition** - Unknown. This was also a reportable condition at June 30, 1996.

**Effect of Condition** - The lack of Board approval of invoices maintains controls over the disbursement function.

**Recommendation** - Distribute copy of monthly disbursements journal with monthly minutes package. Package should be submitted to board members in sufficient time for them to review before the meeting.

**Management's Response** - Monthly disbursements journals for the Environmental Project and Housing Authority will be submitted to board with minutes packages in sufficient time before meeting for their review and approval of monthly expenditures.



907

**OFFICIAL  
FILE COPY**  

---

**DO NOT SEND OUT**

Cancel Insurance  
Copies from this  
Book and PLACE  
BOOK in FILE

HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY  
BOSSIER CITY, LOUISIANA

FINANCIAL STATEMENTS

June 30, 1967

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

Release Date--**SEP 27 1967**

100-10715-11808

# HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

Table of Contents  
June 30, 1997

	Page
Independent Auditors' Report .....	iv
Combined Balance Sheet - All Fund Types and Account Groups .....	1
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds .....	4
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (GAAP Basis) and Actual-Governmental Funds - General Fund .....	5
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (GAAP Basis) and Actual-Governmental Funds - Special Revenue Funds .....	6
Notes to the Financial Statements .....	7-11
<b>Supplemental Information Schedules -</b>	
<b>Generally Accepted Accounting Principles Basis</b>	
Supplemental Information Schedules - Special Revenue Funds .....	18
Combining Balance Sheet - Special Revenue Funds .....	19
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances .....	20
Supplemental Information Schedules - Capital Projects Funds .....	21
Combining Balance Sheet - Capital Projects Funds .....	22
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances - Capital Project Funds .....	23
Supplemental Information Schedules - Agency Funds .....	24
Schedule of Changes in Assets and Liabilities - Agency Funds .....	25
Schedule of Changes in Deposits From Others Trustees' Security Deposits .....	26

# HOUSING AUTHORITY OF THE CITY OF BOSSIER CITY

## Table of Contents June 30, 1977

	Page
Supplemental Information Schedules - General .....	27
Schedule of Expenditures of Federal Awards .....	28
<b>Supplemental Information Schedules -</b>	
<b>IFIA Prescribed Format</b>	
Analysis of Samples - Statutory Book .....	29-30
Statement of Actual Modernization Cost Certificate - Schedule 1 .....	31
Statement of Actual Modernization Cost Certificate - Schedule 2 .....	32
Statement of Actual Comprehensive Grant Cost Certificate - Schedule 3 .....	33
<b>Other Reports Required by Government Auditing Standards and Office of Management and Budget (OMB) Circular A-133</b>	
Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards .....	34-35
Report on Compliance with Requirements Applicable to Each Major Program and Internal Control over Compliance in Accordance with OMB Circular A-133 .....	36-37
Status of Prior Reportable Conditions .....	38
Status of Prior Audit Findings and Questioned Costs .....	39
Schedule of Findings and Questioned Costs .....	40



SMITH PUGH HARRISWITZ S.L.P. CERTIFIED PUBLIC ACCOUNTANTS

MEMPHIS OFFICE: 500 EAST COLLETT • MEMPHIS, TENNESSEE • 918.500.5000 • TELEPHONE 918.500.5000 • FAX 918.500.5000  
401 EAST 10TH STREET SUITE 112 • MEMPHIS, TENNESSEE 38115 • TELEPHONE 918.744.4000 • FAX 918.744.4000

**UNQUALIFIED OPINION ON GENERAL PURPOSE FINANCIAL STATEMENTS  
AND SUPPLEMENTARY SCHEDULES OF RESPONSIBILITIES  
OF FEDERAL AGENCIES - GOVERNMENTAL ENTITY**

***Independent Auditor's Report***

Board of Commissioners  
Housing Authority of the  
City of Bossier City  
Bossier City, Louisiana

We have audited the accompanying general purpose financial statements of the Housing Authority of the City of Bossier City, Louisiana, as of and for the year ended June 30, 1997, as listed in the table of contents. These general purpose financial statements are the responsibility of the Housing Authority's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. These 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. 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 statements presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Housing Authority of the City of Bossier City, Louisiana, as of June 30, 1997, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued a report dated August 26, 1997 on our consideration of the Housing Authority's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

Our audit was performed for the purpose of issuing an opinion on the general purpose financial statements of the Housing Authority of the City of Bossier City, Louisiana, taken as a whole. The accompanying schedule of expenditures of federal awards is presented for the purpose of additional analysis and as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the general purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the general purpose financial statements taken as a whole. The accompanying supplemental information is identified as:

- a. Supplemental Information Schedules - Generally Accepted Accounting Principles Basis has been subjected to the procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.
- b. Supplemental Information Schedules - IFLS Presented Format, which uses Other Comprehensive Basis of Accounting, has been subjected to the procedures applied in the audit of the general purpose financial statements and, in our 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:

	<u>GAAP Basis</u>	<u>IFLS Presented Format</u>
<b>Financial Statement Presentation</b>		
Fund accounting	Used	Not used
Facilities acquisition and construction	Expenditure	Capitalized
Revenue prior year adjustments	Beginning fund balance adjusted	Current expenditures or receipts
Principal payments on notes and bonds	Expenditure	Reduction of the liability
Receipts from federal source	Revenue	Credited to surplus
<b>Basis of Accounting</b>		
Federal Grants for Capital Projects	Modified Accrual	Cash
Interest expense	Modified Accrual	Accrual
Loss on disposition of equipment	Modified Accrual	Accrual

*Smith, Bugh, Robinson & LLP*  
 Certified Public Accountants

August 26, 1997



Account Groups

Voluntary Private Agency Fund	General Fund, Assets	General Long-Term Reservations	Total (Encumbrances Only)
\$ 52,912	\$ -	\$ -	\$ 1,000,000
-	-	-	100,000
-	-	-	4,700
-	-	-	82,200
-	-	-	32,147
-	18,740,000	-	18,740,000
-	-	341	341
<u>-</u>	<u>-</u>	<u>3,643,259</u>	<u>5,643,259</u>
\$ 52,912	\$ 18,740,000	\$ 3,643,259	\$ 20,000,000
\$ -	\$ -	\$ -	\$ 80,000
-	-	-	4,700
70,912	-	-	32,000
-	-	-	232,000
-	-	50,117	35,077
-	-	5,614,679	5,614,679
<u>70,912</u>	<u>-</u>	<u>5,664,796</u>	<u>6,018,813</u>
-	18,740,000	-	18,740,000
-	-	-	341
-	-	-	70,147
-	-	-	82,200
-	-	-	800,000
<u>-</u>	<u>18,740,000</u>	<u>-</u>	<u>30,841,857</u>
\$ 70,912	\$ 18,740,000	\$ 5,664,796	\$ 20,000,000

The notes to the financial statements are an integral part of this statement.