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HOUSING AUTHORITY OF THE TOWN OF GRAMBLING

GRAMBLING, LOUISIANA

GENERAL PURPOSE FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS REPORTS AS OF AND FOR THE YEAR ENDED SEPTEMBER 30, 1998 WITH SUPPLEMENTAL INFORMATION SCHEDULES

WILLIAM DANIEL MCCASKILL, CPA A PROFESSIONAL ACCOUNTING CORPORATION 415 MAGNOLIA DRIVE MANDEVILLE, LOUISIANA 70471

> Under provisions of state law, this report is a public document. A copy of the report has becar 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

Valesse Date 4-14-99 -

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WILLIAM DANIEL MCCASKILL, CPA A PROFESSIONAL ACCOUNTING CORPORATION

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INDEPENDENT AUDITOR'S REPORT UNQUALIFIED OPINION ON GENERAL PURPOSE

FINANCIAL STATEMENTS AND SUPPLEMENTARY SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE TOWN OF GRAMBLING GRAMBLING, LOUISIANA 71245

I have audited the accompanying general purpose financial statements of the Housing Authority of The Town of Grambling (PHA) as of and for the year ended September 30, 1998, as listed in the table of contents. These general purpose financial statements are the responsibility of the PHA's management. My responsibility is to express an opinion on these general purpose financial statements based on my audit.

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

In my opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Housing Authority of The Town of Grambling as of September 30, 1998, 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 <u>Government Auditing Standards</u>, I have also issued a report dated March 19, 1998 on my consideration of the PHA's internal control over financial reporting and my tests of its compliance with certain laws, regulations, contracts and grants.

My audit was conducted for the purpose of forming an opinion on the general purpose financial statements of the PHA taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, <u>Audits of States, Local Governments, and Non Profit organizations</u>, and is not a required part of the general-purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in my opinion, is fairly presented in all material respects in relation to the financial statements and any other included supplementary information taken as a

whole.

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

William Daniel McCaskill, CPA A Professional Accounting Corporation

March 19, 1998

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isiana 71245 PES AND ACCOUNT GROUPS ALANCE SHEET AS OF SEPTEMBER	MBER 30, 1998							
	3005	R .	FUNDS	Capital	Fiduciary Funds	UNT G	JPS• Gen	Total
OTHER DEBITS	General Fund	Revenue Fund	Service Fund	Projects Fund	Agency Funds	Fixed	Long Term Obligations	(Memorandum Oniv)
sh Equivalents	274,784 43	0.00	5	00.0	13,150.00	00.0	5	287,939.92
-	507.2	00.0	0		0.0	0	0	507.2
eivables		00.0	-	5,772.10	-	0	-	772.
ance	12,426.92					00.0		2,426.
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table in Debt Service Funds	00.0	00.0	00.0	00.00	0.00	00.0	5.49	5.49
e Frovided for Retrement Long Term Obligations	00.0	00 0	00 0	00 0	00.00	0.00	193,429.94	193,429.94
'S AND OTHER DEBITS	\$302,160.88	\$0.00	\$5.49	\$5,772.10	\$13,150.00	\$3,795,654.69	\$193,435.43	\$4,310,178.59
QUITY AND OTHER CREDITS								
able	182,197 06	00.00	00.00	00.0	00.0	00.0	00.0	182, 197.06
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Uners	0.0			0 C 1 1		-	•	3,150.0
dilues I Absansas Davahla	11.407,07			01.217,6				
is Payable							140	192 140 88
ŝ	•				· -		93,435.	77,090.8
Credits General Fixed Assets	00.00	0.00	0,00	00.0	00.0	3,795,654.69	00'0	3,795,654.69
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· Debt Payment	Ö					•		
& Undesignated	Q.	Ó.	0.0	0.0	o'	0.0	O.	37,427.6
/ & Other Credits	\$37,427.61	\$0.00	\$5.49	\$0.00	\$0.00	\$3,795,654.69	\$0 [.] 00	
CREDITS	\$302,160.88	\$0.00	\$5.49	\$5,772.10	\$13,150.00	\$3,795,654.69	\$193,435.43	\$4,310,178.59
See	e notes to financial	al statements						

Housing Authority Grambling, Louisia ALL FUND TYPES COMBINED BALA	ASSETS AND OT Assets: Cash and Cash E Receivables Interfund Receiva Prepaid Insuranci Prepaid Insuranci Other Other Cash and Cash E Receivables Interfund Receiva Prepaid Insuranci Other Other Cash and Cash E Receivables Prepaid Insuranci Other Other Cash and Cash E Receivables Prepaid Insuranci Other Cash and Cash E Receivables Prepaid Insuranci Other Cash Insuranci Other Cash and Cash E Receivables Prepaid Insuranci Other Cash Insuranci Other Cash Insuranci Debits: Amount to be Pi Amount to be Pi of General Lon	TOTAL ASSETS /	Liabilities: Liabilities: Accounts Payable Interfund Payable Interfund Payable Deferred Revenu Deferred Revenu Compensated At Notes & Bonds P Notes & Bonds P Total Liabilities Fund Balances: Reserved for Ot Reserved for Of Reserved for Of
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General Fund 74,280 12,585 e Sale of Equipment 8,728 dv	0.00 0.00	-	Ceol	Capital	Total
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Sale of Equipment 8,		00.0	00.0		2,585.0
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nance & Operations 36,141.	2	00.0	00.0		36,141.23
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Res. Receipts 10					
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	-		18,491.05		491
uraiges 650.293 Jres	σ	00.0	31 132 42		12,041.37 681 316 43
			- 1		-
IENCY) OF REVENUES OVER EXPENDITURES	98.04	0.00	(14.63)	0.00	49,993.16
fers in		000			000
fers Out		00.0			00.0
	0.00	0.00	00.00	00.0	00.0
R SOURCES OVER EXP. AND OT 49,	ന്	0.00	(14.63)	00.0	49,993.16
S AT BEGINNING OF YEAR (12,470)	4	0.00	20.12	5,772.10	(6,678.21)
37,	27.61	0.00	5.49	5,772.10	43,314.95

EXHIBIT B

of the Town of Grambling Grambling, Louisiana 71245 COMBINED STATEMENT OF FOR THE YEAR ENDED SEP General Expenditur Nonroutine Mainten Housing Assistance Prior Yr Adj. Affectii Facilities Acquisition EXCESS (DEFICIEN OTHER FINANCING Operating Transfers Operating Transfers Total Other Financ EXCESS (DEFICIEN FUND BALANCES / FUND BALANCES / Principal Retiremen Interest & Bank Ch Total Expenditure Operating Subsidy Annual Contribution Ordinary Maintena Receipts from the **Total Revenues** Housing Authority Interest Charges **EXPENDITURES** Tenant Services Federal Sources: **Dwelling Rental** Administration Local Sources. Debt Service: REVENUES Utilities Grants **Current:** Other

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Housing Authority of the Town of Grambling

V RENT FUND	BUDGET VS. ACTUAL	
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Grambling, Louisiana 71245 COMBINED STATEMENT OF GENERAL FUND FOR THE Y EXCESS (DEFICIE OTHER FINANCIN Operating Transfe Operating Transfe Operating Transfe Derating Transfe Ordinary Maintena Tenant Services General Expenditi Housing Assistand Prior Year Adj. Affe Facilities Acquisitio Dwelling Rental Interest Charges Receipts from the Federal Sources: Operating Subsid Annual Contributi Total Revenues EXPENDITURES Interest & Bank C Total Expenditur Principal Retiren Administration Local Sources: Debt Service: REVENUES Utilities **Current**: Grants Other

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THE HOUSING AUTHORITY OF THE TOWN OF GRAMBLING GRAMBLING, 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 Grambling, 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 Grambling, 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
FW-1444	98

PHA Owned Housing

Section 8		
Certificates	FW-1444	80
Vouchers	FW-2130	115
Moderate Rehab.	FW-2141	6

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 standard-setting 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.

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:

Governmental funds--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 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:

Revenues--Federal entitlements are recorded as unrestricted grants-in-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 (und liability has been incurred.)

<u>Other Financing Sources (Uses)</u>--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.

<u>Deferred Revenues</u>--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 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.

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 September 30, 1998, the PHA has cash and cash equivalents totaling \$290,952.49 as follows:

Interest Bearing Demand Deposits	\$288,400.00
Time Deposits	2,497.70
Petty Cash	50.00
Cash With Fiscal Agent	5.49
Total	\$290,952.49

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 September 30, 1998, the PHA has \$290,897.00 in deposits (collected bank balances). These deposits are secured from risk by \$100,000 of federal deposit insurance and \$487,588 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 \$4,507.20 at September 30, 1998 are as follows:

GENERAL FUND	
Local Sources:	
Tenants	2,111.20
Other	300.00
Federal Sources:	
Due From HUD	2,096.00
Total	4,507.20

NOTE 4--FIXED ASSETS

The changes in general fixed assets are as follows:

Land, Structures, and Equipment Balance 9-30-97 Net Additions Balance 9-30-98	3,786,491.86 4,934.93 3,791,426.79
MOD 905 Net Additions and Balance 9-30-98	4,227.90
Certificates Program Balance 9-30-97 Net Change Balance 9-30-98	1,767.58 1,767.58 0.00
Vouchers Program Balance 9-30-97 Net Change Balance 9-30-98	565.49 565.49 0.00
Moderate Rehabilitation Balance 9-30-97 Net Change Balance 9-30-98	254.21 254.21 0.00

TOTAL LAND, STRUCTURES, & EQUIPMENT 3,795,654.69

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 \$0.00 of ineligible expenditures as determined by HUD.

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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 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 September 30, 1998 was \$61,650.71. The PHA's contributions were calculated using the base salary amount of \$61,650.71. Both the PHA and the covered employees made the required contributions for the year ended September 30, 1998. Employee contributions to the plan totaled \$3,390.79. The PHA contributions totaled \$4,932.05 for the year ended September 30, 1998.

NOTE 6--ACCOUNTS PAYABLE

The payables of \$182,197.06 at September 30, 1998 are as follows:

Vendors Payment in Lieu of Taxes Other 4,455.06 Due to HUD 177,742.00

Total

182,197,06

NOTE 7--COMPENSATED ABSENCES

At September 30, 1998, employees of the PHA have accumulated and vested \$1,294.55 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	
Balance 9-30-97	11.425.00
Net Addition	1,715.00
Balance 9-30-98	13,150.00

NOTE 9--CHANGES IN GENERAL LONG TERM OBLIGATIONS

The following is a summary of the long term obligation transactions of the year ended September 30, 1998:

Compensated Absences Balance 9-30-97 Net Change Balance 9-30-98

1,186.77 107.78 1,294.55

The following notes and bonds are outstanding at September 30, 1998, are HUD guaranteed. Bond principal and interest payable in the next fiscal year are not available. The individual issues are as follows:

Federal Financing Bank Notes	
Balance 9-30-97	40,069.11
Net Deletions	9,793.00
Balance 9-30-98	30,276.11
Federal Financing Bonds	
Balance 9-30-97	170,562.82
Net Changes	8,698.05
Balance 9-30-98	161,864.77
Total	192,140.88

All principal and interest requirements are funded in accordance with Federal law by the annual contributions from the US Department of HUD. At September 30, 1998, the PHA has accumulated \$5.49. in the debt service funds for future debt requirements. In a departure from GAAP, I was not able to ascertain the future debt maturities nor the interest rate. Since HUD retires all PHA debt directly with the fiscal agent, I do not consider this departure material.

NOTE 10--INTERFUND ASSETS/LIABILITIES

Interfund receivables/payables at September 30, 1998 is as follows:

	Due From	Due To
General Fund Capital Project Funds	5,772.10	5,772.10

NOTE 11-COMMITMENTS AND CONTINGENCIES

There are certain major construction projects at March 19, 1998. 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 totaled \$4,227.90 as of September 30, 1998.

The PHA participates in a number of state and federally assisted grant programs. Although the current grant programs have been audited in accordance with the Single Audit Act of 1996 through September 30, 1998, these programs are still subject to compliance audits. PHA management believes that the amount of disallowances, if any, which may arise from future audits will not be material.

NOTE 12-YEAR 2000 COMPLIANCE

Since the PHA has bank accounts and other relationships that are dependent upon computers for normal function, it is impossible to properly determine the effect that Y-2K will have on the PHA until after January 2000. The computer software vendor utilized by the PHA indicates that they are in the Testing/Validation stage and that they are confidant that the software utilized internally by the PHA will be Y-2K compliant by the end of the summer of 1999. The PHA is not performing any Testing/Validation at this time but plans to do so by September 1999. HUD indicates that their computer systems are better prepared for Y-2K than most Federal agencies and do not anticipate problems in this regard. The CPA firm hereby declares that we are not capable of evaluating the probability of what will really happen. relative to Y-2K, does not believe that anyone else is, but that we do not believe that it will have a material long term effect on this PHA.

NOTE 13 -- UNCONFIRMED ACCOUNTS

I could not confirm the following account balances:

Accounts Payable HUD	\$52,431.00
Deferred Revenues HUD	76,764.11
Balance Sheet Imbalance, entered	
as Other Assets	10,442.33

NOTE 14 -- ADDITIONAL CONTINGENCY

There may be 18 apartment units built before 1978 that have not been tested for Lead Based Paint (LBP). If the PHA cannot locate LBP testing documentation, it must have this done immediately. HUD suggested to me that I encourage the PHA to do so with it's current CIAP grant monies. If LBP is detected, the PHA will have to encapsulate it as soon as possible. In any case, residents should be notified immediately in writing of the possibility of LBP.

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EMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE-GENERAL FUND NDED SEPTEMBER 30, 1998

	Low Rent	Certificates	Vouchers	Moderate Rehab	Total (Memorandum
	Fund				Onlv)
	74,280.74	0.00		0.00	Ĉ,
he Sale of Equipment	CO.760'I	29°CN/'/	2,717.79	469.00	12,585.06
	8,728,84	0.00	00.0	0.00	
jđ	77 004 00				00.00
tions		235,693.89	288,987.27	2,912.00	593.
	161,706.23	243,399.51	291,705.06	3,381.00	0.00 700,191.80
i				* * *	
	32,648.15	21,727.18	28,244.19	0.00	82,619.52
	9,924.65	0.00	00.0	0.00	9,924.65
nance & Operations	36,141.23	0.00	00.00	0.00	36,141.23
Ces	856.99	0.00	0.00	0.00	856-99
litures	46,719.68	00.0	00.0	0.00	46,719.68
ntenance	00.0	0.00	00.0	00.0	0.00
ince Payments		210,568.79	252,021.27	2,967.00	465,557.06
Affecting Res. Receipts	(129.00)	238.			105
ion & Construction	8,364.88	0.00	00.00	0.00	8,364.88
ment					0.00
Charges					
Ures	134,526.58	232,534.72	280,265.46	2,967.00	
RENCY) OF REVENUES OVER EXPENDITURES	27,179.65	10,864.79	11.439.60	414.00	49 898 04
ING SOURCES (USES)					
sfers Out			0.00		
nancing Sources (Uses)	00.0	00.0	00.0	00.00	000
CIENCY) OF REVENUES & OTHER SOURCES OVER EXP. & OTHER USES	27,179.65	10,864.79	11,439.60	414.00	49,898.04
ES AL BEGINNING OF YEAR	1,636.78	(3,058.41)	(10,634.80)	(414.00)	(12,470.43)
ES AT END OF YEAR		7,806.38	804.80	0.00	37,427.61
E 998	notes to financial st	statements			

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of the Town of Grambling	04	TEMENT OF PEVENUES EVENUES

Housing Authority of Grambling, LA 7080 COMBINING STATI FOR THE YEAR EN ECOMBINING STATI FOR THE YEAR EN REVENUES Local Sources: Dwelling Rental Interest Charges Receipts from the Other Federal Sources: Operating Subsidy Annual Contribution Grants Total Revenues Total Revenues EXPENDITURES Current: Annual Contribution Grants Total Revenues Federal Sources: Operating Subsidy Annual Contribution Grants Total Revenues From the Current: Principal Retreme Interest & Bank Ch Principal Retreme Interest & Bank Ch Principal Retreme Interest & Bank Ch Principal Retreme Interest & Bank Ch Principal Retreme Interest & Bank Ch Frincipal Retreme Interest & Bank Ch Principal Retreme	

Housing Authority of the Town of Gra Town of Grambling, Louisiana SCHEDULE OF EXPENDITURES OF For the year ended September 30, 1	F FEDERAL AWARDS	SCHEDULE II
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	CFDA	Federal Award
FEDERAL AGENCY:	NO.	Expenditures
U S Department of Housing and Urba	an Development Direct Programs:	
Low Income Housing: Operating Subsidy Leased		77,004.00
Development		
Total Low Income Housing	14.850	77,004.00
Section 8 Cluster:		
Vouchers	14.855	280,265.46
Certificates	14.857	232,295.97
Moderate Rehabilitation	14.856	2,967.00
New Construction	14.182	
Substantial Rehabilitation	14.182	
Total Section 8 Cluster		515,528.43

Comprehensive Grants	14.859	
CIAP	14.852	4,227.90
Public Housing Drug Elimination Program: PHDEP Youth Sports		
Total PHDEP	14.854	
Shelter + Care	14.238	
HOPE	14.858	
HOME	14.239	
Child Care Food Program (USDA)	10.558	·······
TOTAL FEDERAL EXPENDITURES		596,760.33
		======================================
NOTE: This schedule of expenditures of federal a	wards is	

no IE: This schedule of expenditures of federal awards is prepared on the HUD regulatory basis of accounting, which is an other comprehensive basis of accounting.

see notes to financial statements

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Housing Authority of the Town of Grambling Grambling, Louisiana 71245 BALANCE SHEET Annual Contributions Contract FW-1444 September 30, 1998

#### SCHEDULE III

#### ASSETS

Cash	285,436.73
Investments	2,497.70
Accounts Receivable	4,507.20
Debt Amortization Funds	5.49
Deferred Charges	12,426.92
Land, Structures and Equipment	3,795,654.69
TOTAL ASSETS	4,100,528.73

#### LIABILITIES AND SURPLUS

#### LIABILITIES: Accounts Payable

195,347.06

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TOTAL LIABILITIES AND SURPLUS	4,100,528.73
	A 400 500 70
Surplus	3,713,040.79
TOTAL LIABILITIES	387,487.94
Fixed Liabilities	192,140.88
Deferred Credits	0.00
Accrued Liabilities	0.00
Notes Payable	0.00

see notes to financial statements

Housing Authority of the Town of Grambling Grambling, Louisiana 71245 SCHEDULE IV STATEMENT OF INCOME AND EXPENSES-PHA OWNED HOUSING Annual Contributions Contract FW-1444 For the year Ended September 30, 1998

OPERATING INCOME: Dwelling Rental 74,280.74 Interest Income 1,692.65 Other Income 8,728.84

OPERATING EXPENSES: Administration Tenant Services

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32,648.15 856.99

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Utilities Ordinary Maintenance and Operations	9,924.65 36,141.23
General Expense	46,719.68
Non-Routine Maintenance	0.00
Total Operating Expenses	126,290.70
NET OPERATING DEFICIT	(41,588.47)
OTHER CHARGES:	
Interest on Notes and Bonds Prior Period Adjustments Affecting	12,641.37
Residual Receipts Gain/Loss on Dispostion of Nonexpendable	(129.00)
Equipment	3,429.95
TOTAL OTHER CHARGES	15,942.32
DEFICIT	(57,530.79)

see notes to financial statements

Housing Authority of the Town of Grambling Grambling, Louisiana 71245 SCHEDULE V STATEMENT OF INCOME AND EXPENSES HOUSING ASSISTANCE PAYMENTS PROGRAM Annual Contributions Contract FW-1444, FW-2130 & FW-2141 For the year Ended September 30, 1998

	Existing FW-1444	Vouchers FW-2130	Moderate Rehab. FW-2141
Operating Income	7,705.62	2,717.79	469.00
Total Operating Income	7,705.62	2,717.79	469.00
Operating Expenses:			
HAP Payments	210,568.79	252,021.27	2,967.00
Administration Expenses	21,727.18	28,244.19	0.00
Total Operating Expenses	232,295.97	280,265.46	2,967.00
Net Operating Deficit	(224,590.35)	(277,547.67)	(2,498.00)
Other Credits: Prior Period Adjustments Affecting Residual			
Receipts	238.75	0.00	0.00
Deficit	(224,590.35)	(277,547.67)	(2,498.00)

see notes to financial statements

Housing Authority of the Town of Grambling Grambling, Louisiana 71245 ANALYSIS OF SURPLUS For the year Ended September 30, 1998

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SCHEDULE VI

	Owned FW-1444	Certificates FW-1444	Vouchers FW-2130	Mod. Rehab. FW-2141
Unreserved Surplus Balance 9-30-97		(3,942,787.24)(		(277,980.27)
Deficit for 9-30-98	(57,530.79)	(226,357.93)	(278,113.16)	(2,752.21)
Provision for Reserves	(27,179.65)	0.00	0.00	0.00
Provision for Project Account	0.00	(123,958.38)	905,084.20	2,912.00
Adjustments During the Year	0.00	0.00	0.00	0.00
Balance 9-30-98	(1,260,082.44)	(4,293,103.55)(	3,833,115.79)	(277,820.48)
Reserved SurplusOperating Reserve Balance 9-30-97	1,636.78	0.00	0.00	0.00

Provision for Reserves	27,179.65	7,806.38	804.80	0.00
Balance 9-30-98	28,816.43	7,806.38	804.80	0.00
Reserved SurplusProject Account Balance 9-30-97	0.00	212,634.00	1,224,432.00	93,617.00
Provision for Project Account	0.00	123,958.38	(905,084.20)	(2,912.00)
Adjustments During the Year	0.00	(7,806.38)	(804.80)	0.00
Balance 9-30-98	0.00	328,786.00	318,543.00	90,705.00
Cumulative HUD Contributions: Balance Per PHA 9-30-97	4,853,905.98	3,728,916.00	3,221,789.00	182,473.76
Annual Contributions 9-30-97	0.00	235,694.00	288,987.00	2,912.00
Operating Subsidy	77,004.00	0.00	0.00	0.00
Modernization Contributions	10,000.00	0.00	0.00	0.00
Balance 9-30-98	4,940,909.98	3,964,610.00	3,510,776.00	185,385.76
Cumulative Donations	20.00	0.00	0.00	0.00

#### **Cumulative Donations**

**Total Surplus** 



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see notes to financial statements

### REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <u>GOVERNMENTAL AUDITING STANDARDS</u>

FAX 504-845-1313 CELLULAR 504-674-6498 E-MAIL DANNYMAC@CMQ.COM

TELEPHONE 504-845-7772

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

#### 415 MAGNOLIA LANE MANDEVILLE, LOUISIANA 70471

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

#### BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE TOWN OF GRAMBLING GRAMBLING, LOUISIANA 71245

I have audited the financial statements of the Housing Authority of The Town of Grambling (PHA), as of and for the year ended September 30, 1998, and have issued my report thereon dated March 19, 1998. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Auditing</u> <u>Standards</u>, issued by the Comptroller General of the United States.

#### Compliance

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

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#### Internal Control Over Financial Reporting

In planning and performing my audit, I considered the PHA's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. 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 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. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

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.

March 19, 1998

William Daniel McCaskill, CPA A Professional Accounting Corporation

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

415 MAGNOLIA LANE MANDEVILLE, LOUISIANA 70471

TELEPHONE 504-845-7772 FAX 504-845-1313 CELLULAR 504-674-6498 E-MAIL DANNYMAC@CMQ.COM MEMBER LOUISIANA SOCIETY OF CPA's MISSISSIPPI SOCIETY OF CPA's AMERICAN INSTITUTE OF CPA's

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

**BOARD OF COMMISSIONERS** 

## HOUSING AUTHORITY OF THE TOWN OF GRAMBLING GRAMBLING, LOUISIANA 71245

#### Compliance

I have audited the compliance of the Housing Authority of The Town of Grambling (PHA) with the types 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 September 30, 1998. the PHA's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of the PHA's management. My responsibility is to express an opinion on the PHA's compliance based on my audit.

I conducted my audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States; and OMB Circular A-133, <u>Audits of States, Local Governments, and Non Profit Organizations.</u>

Those standards and OMB Circular A-133 require that 1 plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the PHA's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. I believe that my audit provides a reasonable basis for my opinion. My audit does not provide a legal determination on the PHA's compliance with those requirements.

In my opinion, the PHA complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended September 30, 1998.

#### Internal Control Over Compliance

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

My consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. 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 laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over compliance and its operation that I consider to be material weaknesses.

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

William Daniel McCaskill, CPA A Professional Accounting Corporation

March 19, 1998

THE HOUSING AUTHORITY OF GRAMBLING GRAMBLING, LOUISIANA

#### SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

The following is a list of prior audit findings that have been corrected:

97-1 and 97-1A -- The PHA was late in processing it's general ledger and tenant accounting.

This is now cleared.

97-2 and 97-2a -- The audit was late per State law.

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This is now cleared.

97-3 and 97-3a -- There was missing documentation causing a disclaimer of opinion.

This is now cleared.

97-4 and 97-4a -- There was no physical inventory balanced to the general edger.

This is now cleared.

97-5 and 97-5a -- The PHA had inadequate control over it's tenant accounting.

This finding is now cleared. I do note that account 1128, Deposits Over and Under, had too much activity during the fiscal year.

## THE HOUSING AUTHORITY OF THE TOWN OF GRAMBLING GRAMBLING, LOUISIANA

### SCHEDULE OF CURRENT AUDIT FINDINGS AND QUESTIONED COSTS

Per A-133, Section 505(d)

1. Summary Schedule of Auditors Results:

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

CFDA #	Name of Program
14.850	Low Rent
14.855	Vouchers
14.857	Certificates
14.856	Moderate Rehabilitation

- viii The dollar threshold used to distinguish between Type A and Type B programs was \$300,000.00.
- ix. The auditee was not considered a low risk auditee.

2. Findings relating to the financial statements required to be reported with GAGAS are as follows: None

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#### Findings and questioned costs for Federal awards as defined in A-133, Section 510a, all <u>3.</u> with HUD oversight: None

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## THE HOUSING AUTHORITY OF THE TOWN OF GRAMBLING GRAMBLING, LOUISIANA

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### **CORRECTIVE ACTION PLAN**

Our corrective action plan is as follows:

#### <u>NONE</u>

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