

**HOUSING AUTHORITY OF HOMER, LOUISIANA**

**AUDITED FINANCIAL STATEMENTS  
AND SUPPLEMENTAL DATA**

**TWELVE MONTHS ENDED JUNE 30, 2019**

**Mike Estes, P.C.**

A Professional Accounting Corporation

## TABLE OF CONTENTS

	<u>EXHIBIT</u>	<u>PAGE</u>
Independent Auditor's Report		1 – 3
Management’s Discussion and Analysis		4 – 10
Basic Financial Statements		
Statement of Net Position	A	11
Statement of Revenues, Expenses, and Changes in Fund Net Position	B	12
Statement of Cash Flows	C	13 – 14
Notes to the Basic Financial Statements		15 – 24
Index		15
Notes to Financial Statements		16 – 24
 <i><u>Other Reports Required by Governmental Auditing Standards</u></i>		
Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>		25 – 26
Schedule of Findings and Questioned Costs		27 – 28
Corrective Action Plan		29
Summary Schedule of Prior Audit Findings		30
 <i><u>Supplementary Information</u></i>		
Statement and Certification of Actual Modernization Costs	D(1)	31
Statement of Modernization Costs – Uncompleted	D(2)	32
Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Director	D(3)	33
Schedule of Expenditures of Federal Awards		34
Notes to the Schedule of Expenditures of Federal Awards		35
Agreed-Upon Procedures Report		36 – 45
Financial Data Schedules		46 – 53



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and the  
AICPA GOVERNMENTAL  
AUDIT QUALITY CENTER

## Independent Auditor's Report

Board of Commissioners  
Housing Authority of Homer  
Homer, Louisiana

### ***Report on the Financial Statements***

We have audited the accompanying financial statements of the Housing Authority of the City of Homer, Louisiana as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Housing Authority of Homer basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in financial statements. The procedures selected depend on the auditor's judgment, including assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design and audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Housing Authority of the City of Homer, Louisiana, as of June 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Emphasis of Matter***

Also included in Supplementary Information is an Agreed-Upon Procedures report, which reports on an Agreed-Upon Procedures engagement now required by the Louisiana Legislative Auditor. Our opinion is not modified in respect to this matter.

### ***Other Matters***

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Managements' Discussion and Analysis on pages 4 to 10 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards general accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Housing Authority of the City of Homer, Louisiana's basic financial statements. The statement and certification of actual modernization costs, statement of modernization-uncompleted, financial data schedules, and other information as listed on the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The statement and certification of actual modernization costs, statement of modernization costs-uncompleted, financial data schedules, and other information as listed on the table of contents is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements

themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the statement and certification of actual modernization costs, statement of modernization-uncompleted, financial data schedules, and other information as listed on the table of contents are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 13, 2019 on our consideration of the Housing Authority of the City of Homer, Louisiana’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Audit Standards* in considering the Housing Authority of the City of Homer, Louisiana’s internal control over financial reporting and compliance.

A handwritten signature in blue ink that reads "Mike Estes, P.C.".

Mike Estes, P.C.  
Fort Worth, Texas  
December 13, 2019

Housing Authority of the Town of Homer

REQUIRED SUPPLEMENTAL INFORMATION

MANAGEMENT DISCUSSION  
AND ANALYSIS (MD&A)

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**Housing Authority of the Town of Homer**  
**Management's Discussion and Analysis (MD&A)**  
**June 30, 2019**

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As management of the Housing Authority, we offer readers of the Housing Authority of the Town of Homer's financial statements this narrative overview and analysis of the financial activities of the Housing Authority for the fiscal year ended June 30, 2019. We encourage readers to consider the information presented here in conjunction with the Authority's audited financial statements.

### **FINANCIAL HIGHLIGHTS**

- The assets of the Housing Authority exceeded its liabilities at the close of the most recent fiscal year by \$1,110,468 (*net position*). Of this amount, the Housing Authority has \$210,921 in unrestricted net position. This increase in unrestricted net position is due to a decrease in office, maintenance expenses with a significant increase to capital fund revenues.
- As of the close of the current fiscal year, the Housing Authority's enterprise funds reported combined ending net position of \$1,110,468 an increase of \$20,796 in comparison with the prior year.
- The Housing Authority had total revenue of \$776,777 including capital grants revenues of \$101,845 and total expenses of \$757,256.
- The Housing Authority continues to operate without the need for debt borrowings during the current fiscal year.

### **OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the Housing Authority's basic financial statements. The Housing Authority's basic financial statements consist of two components: 1) fund financial statements, and 2) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves. The Authority is a special-purpose entity engaged only in business-type activities. Accordingly, only fund financial statements are presented as the basic financial statements.

### **FUND FINANCIAL STATEMENTS**

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Housing Authority, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Authority has two federally funded programs that are consolidated into a single enterprise fund.

Low Rent Public Housing – The Authority's Low Rent Public Housing rents housing units to low-income families. The Low Rent Public Housing program is operated under an Annual Contribution Contract (ACC) with HUD; HUD provides an operating subsidy to enable the Authority to provide housing at a rent that is based upon 30% of adjusted gross household income.

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**Housing Authority of the Town of Homer**  
**Management's Discussion and Analysis (MD&A)**  
**June 30, 2019**

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Capital Fund Program (CFP) – The Low Rent Public Housing Program also includes the CFP as the primary funding source for the Authority’s physical and management improvements. CFP funding is provided by formula allocation and based upon size and age of the Authority’s units.

**USING THIS ANNUAL REPORT**

The Housing Authority's annual report consists of financial statements that show information about the Housing Authority's fund, an enterprise fund.

Our auditor has provided assurance in his independent auditor's report, located immediately preceding this Management's Discussion and Analysis, that the Basic Financial Statements are fairly stated. Varying degrees of assurance are being provided by the auditor regarding the other information included in this report. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each of the other parts of this report.

**Reporting the Housing Authority’s Most Significant Funds**

The Housing Authority's financial statements provide detailed information about the most significant funds. Some funds are required to be established by the Department of Housing and Urban Development (HUD). However, the Housing Authority may establish other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using grants and other money. The Housing Authority's enterprise fund uses the following accounting approach:

Proprietary funds - All of the Housing Authority's services are reported in an enterprise fund. They are reported using the full accrual method of accounting in which all assets and all liabilities associated with the operation of these funds are included on the balance sheet. The focus of proprietary funds is on income measurement, which, together with the maintenance of equity, is an important financial indication.

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**Housing Authority of the Town of Homer**  
**Management's Discussion and Analysis (MD&A)**  
**June 30, 2019**

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**FINANCIAL ANALYSIS**

The Housing Authority's net position was \$1,188,796 at June 30, 2019.

**Table 1**  
**Balance Sheet**

		June 30	
		<u>2019</u>	<u>2018</u>
Assets			
Current assets		\$ 289,249	\$ 278,866
Capital assets, net		899,547	892,353
Total assets		<u>1,188,796</u>	<u>1,171,219</u>
Liabilities and Net Assets			
Current liabilities		60,139	64,594
Long-term liabilities		<u>18,189</u>	<u>16,953</u>
Total liabilities		<u>78,328</u>	<u>81,547</u>
Net position			
Net invested in capital assets		899,547	892,353
Unrestricted		<u>210,921</u>	<u>197,319</u>
Total net position		<u>1,110,468</u>	<u>1,089,672</u>
Total Liabilities and Net Position		<u>\$1,188,796</u>	<u>\$1,171,219</u>

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**Housing Authority of the Town of Homer**  
**Management's Discussion and Analysis (MD&A)**  
**June 30, 2019**

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**Table 2**  
**Changes in Net Position**

The following table reflects the condensed Statement of Revenues, Expenses, and Changes in Net Position for the year ended June 30, 2019:

	June 30	
	<u>2019</u>	<u>2018</u>
Beginning net position	\$1,089,672	\$1,228,331
Revenues:		
Operating revenues		
Rent and other	<u>216,000</u>	<u>240,091</u>
Total operating revenues	<u>216,000</u>	<u>240,091</u>
Expenses:		
Operating expenses		
Administration	230,250	198,111
Tenant services	1,876	29
Utilities	54,228	48,770
Ordinary maintenance and operations	251,577	237,499
General expenses	99,722	73,720
Depreciation	116,403	169,078
Casualty Losses	<u>3,200</u>	<u>0</u>
Total expenses	<u>757,256</u>	<u>727,207</u>
Non-operating revenues		
Interest earnings	1,275	1,713
Federal grants	437,310	283,501
Fraud recovery/other	<u>21,622</u>	<u>4,281</u>
Total non-operating revenues	<u>460,207</u>	<u>289,495</u>
Capital Contributions	<u>101,845</u>	<u>58,962</u>
Increase (decrease) in net position	<u>\$20,796</u>	<u>\$ (138,659)</u>
Ending net position	<u>\$1,110,468</u>	<u>\$1,089,672</u>

Total revenues, non-operating revenues and capital contributions increased \$195,498 due mainly to:

- Capital contributions increased by \$42,883 due to an increase in modernization being performed in current fiscal year.
- Non-Operating revenues increased by \$170,712 mainly due to an increase in capital fund subsidy award and insurance proceeds collected.

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**Housing Authority of the Town of Homer**  
**Management's Discussion and Analysis (MD&A)**  
**June 30, 2019**

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Total expenses increased \$30,049 due mainly to:

- Administration increasing due to an increase in salary and benefits.
- Ordinary maintenance and operations increasing due to an increase in materials and supplies and landscape and grounds cost.

## **CAPITAL ASSET AND DEBT ADMINISTRATION**

### ***Capital Assets***

At June 30, 2019, the Housing Authority had \$899,547 invested in a broad range of capital assets, including land, buildings, leasehold improvements, furniture and equipment. This amount represents a net increase (including additions, deductions and depreciation) of \$7,194, or less than 1% from last year.

#### **Capital Assets at Year-end**

	<u>2019</u>	<u>2018</u>
Land	\$ 41,564	\$ 41,564
Buildings and improvements	826,515	825,288
Furniture and equipment	<u>31,468</u>	<u>25,501</u>
Totals	<u>\$899,547</u>	<u>\$892,353</u>

No debt was issued for these additions.

This year's additions of \$101,845 are unit modernization projects and building improvements.

### ***Debt***

Our long-term debt consists of accrued annual leave of \$18,189. We present more detail about our long-term liabilities in the notes to the financial statements.

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

The Housing Authority is primarily dependent upon HUD for the funding of operations; therefore the Housing Authority is affected more by the Federal budget than by local economic conditions. HUD has approved the 2018 Capital Fund program budget in the amount of \$186,879 of which \$154,290 has been expended at June 30, 2019. HUD has approved the 2019 Capital Fund program budget in the amount of \$193,024 of which \$0 been expended at June 30, 2019.

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**Housing Authority of the Town of Homer**  
**Management's Discussion and Analysis (MD&A)**  
**June 30, 2019**

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**CONTACTING THE HOUSING AUTHORITY'S FINANCIAL MANAGEMENT**

Our financial report is designed to provide our citizens, taxpayers, and creditors with a general overview of the Housing Authority's finances and to show the Housing Authority's accountability for the money it receives. If you have questions about this report or wish to request additional financial information, contact Debra Sarpy, Executive Director, at the Housing Authority of the Town of Homer, PO Box 547, Homer, Louisiana 71040, telephone number (318) 927-3579.

HOUSING AUTHORITY OF HOMER, LOUISIANA  
STATEMENT OF NET POSITION

JUNE 30, 2019

**ASSETS**

## Current assets

Cash and cash equivalents	\$ 233,535
Accounts receivable net	1,375
Inventory	3,746
Prepaid items and other assets	40,793
Restricted assets - cash and cash equivalents	9,800

Total Current Assets	289,249
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## Capital Assets, net

Land and other non-depreciated assets	41,564
Other capital assets - net of depreciation	857,983

Total Capital Assets, net	899,547
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Total Assets	\$ 1,188,796
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**LIABILITIES**

## Current Liabilities

Accounts payable	\$ 24,694
Unearned income	2,106
Compensated absences payable	7,362
Accrued PILOT	16,177
Deposits due others	9,800

Total Current Liabilities	60,139
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## Noncurrent Liabilities

Compensated absences payable	18,189
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Total Liabilities	78,328
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**NET POSITION**

Net investment in capital assets	899,547
Unrestricted	210,921

Net Position	\$ 1,110,468
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The Notes to the Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF HOMER, LOUISIANA  
STATEMENT OF REVENUES,  
EXPENSES AND CHANGES IN FUND NET POSITION

FOR THE YEAR ENDED JUNE 30, 2019

<b>OPERATING REVENUES</b>	
Dwelling rental	\$ 213,630
Governmental operating grants	437,310
Tenant revenue- other	2,370
Other	21,622
Total Operating Revenues	674,932
<b>OPERATING EXPENSES</b>	
Administration	230,250
Tenant services	1,876
Utilities	54,228
Ordinary maintenance & operations	251,577
General expenses	99,722
Depreciation	116,403
Casualty losses	3,200
Total Operating Expenses	757,256
Income (Loss) from Operations	(82,324)
Non Operating Revenues (Expenses)	
Interest earnings	1,275
Total Non-Operating Revenues (Expenses)	1,275
Income (Loss) before contribution	(81,049)
Capital Contribution	101,845
Change in net position	20,796
Total net position - beginning	1,089,672
Total net position - ending	\$ 1,110,468

The Notes to the Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF HOMER, LOUISIANA  
STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED JUNE 30, 2019

<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Rental receipts	\$ 204,553
Other receipts	17,027
Insurance proceeds	3,260
Federal grants	474,851
Payments to vendors	(404,912)
Payments to employees – net	(224,586)
	<hr/>
Net cash provided (used) by operating activities	70,193
	<hr/>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>	
Purchase of capital assets	(123,597)
Federal Capital Grants	101,845
	<hr/>
Net cash provided (used) by capital and related financing activities	(21,752)
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<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Interest income	1,275
	<hr/>
Net cash provided (used) by investing activities	1,275
	<hr/>
<b>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	49,716
<b>CASH AND CASH EQUIVALENTS</b>	
Beginning of Fiscal Year	193,619
	<hr/>
<b>CASH AND CASH EQUIVALENTS</b>	
End of Fiscal Year	\$ 243,335
	<hr/> <hr/>

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HOUSING AUTHORITY OF HOMER, LOUISIANA  
STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED JUNE 30, 2019

**RECONCILIATION OF OPERATING  
INCOME (LOSS) TO NET CASH  
PROVIDED (USED) BY OPERATING  
ACTIVITIES**

Operating income (loss)	\$	(82,324)
Adjustment to reconcile operating income (loss) to net cash provided (used) by operating activities:		
Depreciation Expense		116,403
Change in assets and liabilities:		
Receivables		51,949
Inventories		(605)
Prepaid items		(11,998)
Account payables		473
Accrued PILOT		(2,955)
Deposits due others		(750)
		<hr/>
Net cash provided (used) by operations	\$	<u>70,193</u>

Concluded

The Notes to the Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF HOMER, LOUISIANA  
NOTES TO THE BASIC FINANCIAL STATEMENTS

JUNE 30, 2019

INDEX

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES.....	16
A. REPORTING ENTITY .....	16
B. FUNDS .....	17
C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING .....	17
D. CASH AND CASH EQUIVALENTS.....	18
E. INVESTMENTS.....	18
F. REVENUE RECOGNITION .....	18
G. INVENTORY .....	18
H. PREPAID ITEMS.....	18
I. CAPITAL ASSETS .....	18
J. UNEARNED INCOME.....	19
K. COMPENSATED ABSENCES .....	19
L. POST EMPLOYMENT BENEFITS .....	19
M. NET POSITION AND FLOW ASSUMPTIONS.....	19
N. USE OF ESTIMATES.....	19
NOTE 2 – DEPOSITS AND INVESTMENTS.....	20
NOTE 3 – ACCOUNTS RECEIVABLE .....	20
NOTE 4 – CAPITAL ASSETS .....	21
NOTE 5 – ACCOUNTS PAYABLE.....	21
NOTE 6 – COMPENSATED ABSENCES.....	21
NOTE 7 – LONG – TERM OBLIGATIONS.....	22
NOTE 8 – RETIREMENT SYSTEM.....	22
NOTE 9 – COMMITMENTS AND CONTINGENCIES .....	23
NOTE 10 – ECONOMIC DEPENDENCE .....	24
NOTE 11 – SUBSEQUENT EVENTS .....	24

HOUSING AUTHORITY OF HOMER, LOUISIANA  
NOTES TO THE BASIC FINANCIAL STATEMENTS

JUNE 30, 2019

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

**A. REPORTING ENTITY** Housing Authorities are chartered as public corporations under the laws (LSA – R.S. 40.391) of the State of Louisiana for the purpose of providing safe and sanitary dwellings accommodations. This creation was contingent upon the local governing body of the city or parish declaring a need for the Housing Authority to function in such city or parish. The Housing Authority is governed by a five member Board of Commissioners. The members, appointed by the Honorable Mayor of the Town of Homer, serve staggered multi-year terms.

The Housing Authority has the following units:

PHA Owned Housing	100 units
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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 separate governing body, is legally separate, and is fiscally independent of other state or local governments. As used in GASB Statement 14, fiscally independent means that the Housing Authority may, without the approval or consent of another governmental entity, determine or modify its own budget, levy its own taxes or set rates or charges, and issue bonded debt with HUD approval.

The Housing Authority is a related organization of the Town of Homer since the Town of Homer appoints a voting majority of the Housing Authority’s governing board. The Town of Homer is not financially accountable for the Housing Authority as it cannot impose its will on the Housing Authority and there is no potential for the Housing Authority to provide financial benefit to, or impose financial burdens on, the Town of Homer. Accordingly, the Housing Authority is not a component unit of the financial reporting entity of the Town of Homer.

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

HOUSING AUTHORITY OF HOMER, LOUISIANA  
NOTES TO THE BASIC FINANCIAL STATEMENTS

JUNE 30, 2019

- 1) Appointing a voting majority of an organization's governing body, and:
  - a) The ability of the government to impose its will on that organization and/or
  - b) The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the government.
- 2) Organizations for which the government does not appoint a voting majority but are fiscally dependent on the government.
- 3) Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Based on the previous criteria, the Housing Authority has determined that there are no component units that should be considered as part of the Housing Authority reporting entity.

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

The transactions of the Housing Authority are reported in a proprietary enterprise fund. The general fund accounts for the transactions of the Public Housing Low Rent program and the Capital Fund program.

### **C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING**

**PROPRIETARY FUNDS** Proprietary funds are accounted for on the flow of economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the statement of net position sheet.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary funds' principal ongoing operations. According to the Authority's policy, governmental operating grants are considered operating revenues. The other principal operating revenues of the Housing Authority are rent and maintenance charges to residents and operating fees earned. Operating expenses for proprietary funds include the administrative costs of providing the service. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

HOUSING AUTHORITY OF HOMER, LOUISIANA  
NOTES TO THE BASIC FINANCIAL STATEMENTS

JUNE 30, 2019

**D. CASH AND CASH EQUIVALENTS** Cash includes amounts in demand deposits and interest-bearing demand deposits. Cash equivalents include amounts in time deposits, of less than ninety days, and cash with fiscal agent. Under state law, the Housing Authority may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

On the Statement of Cash Flows, cash and cash equivalents, end of year, is \$243,335. This is comprised of cash and cash equivalents of \$233,535 and restricted assets – cash of \$9,800, on the statement of net position.

**E. REVENUE RECOGNITION** Revenues and other governmental fund financial resource increments are recognized in the accounting period in which they become susceptible to accrual – that is, when they become *measurable* and *available* to the finance expenditures of the fiscal period. “Available” is determined as collectible within the 12 months of the fiscal year or soon enough thereafter to be used in pay liabilities of the current period.

**F. INVENTORY** All purchased inventory items are valued at cost using the first-in, first-out method. Inventory is recorded using the purchase method. At year end, the amount of inventory is recorded for external financial reporting.

**G. PREPAID ITEMS** Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

**H. CAPITAL ASSETS** Capital assets are recorded at historical cost and depreciated over their estimated useful lives (excluding salvage value). The capitalization threshold is \$500. Donated capital assets are recorded at their estimated fair value at the date of donation. Estimated useful live is management’s estimate of how long the asset is expected to meet service demands. Straight line depreciation is used based on the following estimated useful lives:

Site improvements	15 years
Buildings	15-40 years
Building improvements	15 years
Furniture and equipment	5-7 years
Computers	3 years

HOUSING AUTHORITY OF HOMER, LOUISIANA  
NOTES TO THE BASIC FINANCIAL STATEMENTS

JUNE 30, 2019

**I. UNEARNED INCOME** The Housing Authority reports prepaid revenues on its statement of net position. Prepaid revenues arise when resources are received by the Housing Authority before it has a legal claim to them, as when grant monies are received prior to the occurrence of qualifying expenditures. In subsequent periods, when the Housing Authority has a legal claim to the resources, the liability for prepaid revenue is removed from the statement of net position and the revenue is recognized.

**J. 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 his/her retirement or termination date.

**K. POST EMPLOYMENT BENEFITS** The Authority does not recognize or pay any post employment benefits. Accordingly, Governmental Accounting Standards Board (GASB) Statement Number 45 does not apply.

**L. NET POSITION AND FLOW ASSUMPTIONS** Net position is reported as restricted when constraints are placed on net position use as either:

Externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

Restricted resources are used first when an expense is incurred for purposes for which both restricted and unrestricted net positions are available.

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

HOUSING AUTHORITY OF HOMER, LOUISIANA  
NOTES TO THE BASIC FINANCIAL STATEMENTS

JUNE 30, 2019

**NOTE 2 – DEPOSITS AND INVESTMENTS** The Housing Authority has reported their investments with a maturity at time of purchase of one year or less at amortized cost. Investments with maturity at time of purchase of greater than one year are presented at fair value at June 30, 2019. Deposits are stated at cost, which approximates fair value.

Interest Rate Risk: The Housing Authority’s policy does not address interest rate risk.

Credit Rate Risk: GASB 40 disclosure of credit rate risk does not apply, since the Authority’s only investments are certificates of deposit.

Custodial Credit Risk: The Authority’s policy requires the financial institution to cover the first \$250,000 of deposits with FDIC coverage. Any excess deposits must be collateralized with securities held by the pledging financial institution, with a fair market value that equals or exceeds the amount of excess deposits.

Restricted Cash: \$9,800 is restricted in the General Fund for security deposits.

At June 30, 2019, the Housing Authority’s carrying amount of deposits was \$243,335 and the bank balance was \$247,135. Petty cash consists of \$100. The entire bank balance was covered by FDIC Insurance.

**NOTE 3 – ACCOUNTS RECEIVABLE** The receivables at June 30, 2019, are as follows:

<u>Class of Receivables</u>	
Local sources:	
Tenants	\$          224
Federal sources:	
Grants	1,151
	<hr/>
Total	\$          1,375
	<hr/> <hr/>

HOUSING AUTHORITY OF HOMER, LOUISIANA  
NOTES TO THE BASIC FINANCIAL STATEMENTS

JUNE 30, 2019

**NOTE 4 – CAPITAL ASSETS** The changes in capital assets are as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Non-depreciable assets				
Land and buildings	\$ 41,564	\$ 0	\$ 0	\$ 41,564
Depreciable assets:				
Buildings	5,076,876	119,696	0	5,196,572
Furniture and equipment	236,728	3,901	0	240,629
Total capital assets	5,355,168	123,597	0	5,478,765
Less: accumulated depreciation				
Buildings	4,258,748	108,896	0	4,367,644
Furniture and equipment	204,067	7,507	0	211,574
Total accumulated depreciation	4,462,815	116,403	0	4,579,218
Total capital assets, net	\$ 892,353	\$ 7,194	\$ 0	\$ 899,547

**NOTE 5 – ACCOUNTS PAYABLE** The payables at June 30, 2019 are as follows:

Vendors	\$ 9,898
Payroll taxes & Retirement withheld	8,253
Utilities	6,543
Total	\$ 24,694

**NOTE 6 – COMPENSATED ABSENCES** At June 30, 2019, employees of the Housing Authority have accumulated and vested \$25,551 of employee leave computed in accordance with GASB, Codification Section C60.

HOUSING AUTHORITY OF HOMER, LOUISIANA  
NOTES TO THE BASIC FINANCIAL STATEMENTS

JUNE 30, 2019

**NOTE 7 – LONG-TERM OBLIGATIONS** The following is a summary of the long-term obligation transactions for the year ended June 30, 2019.

		Compensated Absences
Balance, beginning	\$	23,735
Additions		7,052
Deletions		5,236
Balance, ending		25,551
Amounts due in one year	\$	7,362

**NOTE 8 – RETIREMENT SYSTEM** Housing Authority participates in the Housing Agency Retirement Trust (HART), which is a defined contribution plan. The plan consists of employees of various local and regional housing authorities, urban renewal agencies, and other similar organizations. Through this plan, the Housing Authority provides pension benefits for all of its full-time employees. All full-time employees are eligible to participate in the plan after six months of service.

Under a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. The employer is required to make monthly contributions equal to 3% of each participant’s effective compensation. The employee does not contribute.

The Housing Authority’s contribution for each employee and income allocated to the employee’s account is fully vested after five years of continuous service. The Housing Authority’s contributions and interest forfeited by employees who leave employment before five years of service are first used to pay for plan expenses and if there is any residual amount, the amount is refunded to the Housing Authority.

The Housing Authority has the right to establish or amend retirement plan provisions. The Housing Authority’s Joinder Agreement with the Housing Agency Retirement Trust may be amended or modified by Board Resolution. Amendment of the Joinder Agreement is limited to provisions affecting plan specifications.

The Housing Authority made the required contributions of \$5,614 for the year ended June 30, 2019, of which \$5,614 was paid by the Housing Authority. No payments were made out of the forfeiture account.

HOUSING AUTHORITY OF HOMER, LOUISIANA  
NOTES TO THE BASIC FINANCIAL STATEMENTS

JUNE 30, 2019

**NOTE 9 – COMMITMENTS AND CONTINGENCIES**

**Commitments** On September 18, 2017 the Authority entered into a revised Employment Agreement with the Executive Director. The agreement is for two years, beginning October 6, 2017.

The contract may be terminated for cause, as specified in the contract. The Board may also terminate without cause, if such termination, in the Board's opinion, serves the best interests of the Authority. If the Executive Director is terminated for any reason, due process is required, as outlined in the agreement. The Director may terminate the agreement upon 30 days of written notice to the Board.

The Executive Director will be paid any accrued salary through the date of termination, in the event termination should occur. The Director is also entitled to all earned annual leave at the time of separation, regardless of the reason for the separation.

If terminated without cause, the Authority will pay the Executive Director on the effective date of termination of a lump sum equal to salary and benefits she would have earned or received for the remainder of the two-year contract, plus accrued salary and benefits, unpaid accrued annual leave, and reasonable, authorized business expenses.

**Litigation** The Housing Authority is not presently involved in litigation.

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

**Construction Projects** There are certain renovation or construction projects in progress at June 30, 2019. These include modernizing rental units. These projects are being funded by HUD. Funds are requested periodically as the cost is incurred.

**Risk Management** The Housing Authority is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Housing Authority carries commercial insurance.

The Housing Authority transfers risk of loss by participating in a public entity risk pool and contracting with a commercial insurance carrier for all major categories of exposed risk.

HOUSING AUTHORITY OF HOMER, LOUISIANA  
NOTES TO THE BASIC FINANCIAL STATEMENTS

JUNE 30, 2019

This includes coverage of property, general liability, public liability, auto, bond, and worker's compensation. The risk pool and insurance contracted are obligated to meet settlements up to the maximum coverage, after the PHA's premiums and deductions are met.

Louisiana State law prohibits one governmental entity assessing another entity. If the Louisiana Housing Council, Inc. Group Self Insurance Risk Management Agency risk pool is unable to meet its obligations, the risk to the Housing Authority is only that its own claim would be unpaid.

Coverage has not significantly changed from the previous year and settlements for each of the past three years have not exceeded insurance coverage.

**NOTE 10 – ECONOMIC DEPENDENCE** The Department of Housing and Urban Development provided \$539,155 to the Housing Authority, which represents approximately 69% of the Housing Authority's total revenue and capital contributions for the year.

**NOTE 11 - SUBSEQUENT EVENTS** Management has evaluated events and transactions subsequent to the statement of net position date through, December 13, 2019, of the independent auditor's report for potential recognition or disclosure in the financial statements. Management has not identified any items requiring recognition or disclosure.



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Report on Internal Control Over Financial Reporting and on Compliance and  
Other Matters Based on an Audit of Financial Statements Performed in  
Accordance with Government Auditing Standards

Independent Auditor's Report

Housing Authority of Homer  
Homer, Louisiana

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of each major fund of the Housing Authority of the City of Homer, Louisiana, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Housing Authority of the City of Homer, Louisiana's basic financial statements, and have issued our report thereon dated December 13, 2019.

***Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the Housing Authority of the City of Homer, Louisiana's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Housing Authority of the City of Homer, Louisiana's internal control. Accordingly, we do not express an opinion on the effectiveness of the Housing Authority of the City of Homer, Louisiana's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses, or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### ***Compliance and Other Matters***

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

### ***Purpose of this Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Mike Estes, P.C.*

Mike Estes, P.C.  
Fort Worth, Texas  
December 13, 2019

HOUSING AUTHORITY OF HOMER, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED YEAR ENDED JUNE 30, 2019

**Section I – Summary of the Auditor’s Results**

**Financial Statement Audit**

1. Type of Auditor’s Report Issued on Financial Statements – Unmodified.
  
2. Internal Control Over Financial Reporting:
  - a. Material weakness(es) identified?    \_\_\_\_\_ yes      ✓   no
  - b. Significant deficiency(ies) identified?    \_\_\_\_\_ yes      ✓   none reported
  
3. Noncompliance material to financial statements noted?    \_\_\_\_\_ yes      ✓   no

HOUSING AUTHORITY OF HOMER, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED JUNE 30, 2019

**Section II – Findings related to the financial statements which are required to be reported in accordance with Governmental Auditing Standards generally accepted in the United States of America:**

None

HOUSING AUTHORITY OF HOMER, LOUISIANA  
CORRECTIVE ACTION PLAN

YEAR ENDED JUNE 30, 2019

There were no audit findings.

HOUSING AUTHORITY OF HOMER, LOUISIANA  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

YEAR ENDED JUNE 30, 2019

**The following prior audit finding was a significant deficiency, required to be reported, in the prior year in accordance with *Governmental Auditing Standards* generally accepted in the United States of America:**

There were no prior audit findings.

**SUPPLEMENTARY INFORMATION**

HOUSING AUTHORITY OF HOMER, LOUISIANA  
STATEMENT AND CERTIFICATION OF ACTUAL MODERNIZATION COSTS  
ANNUAL CONTRIBUTION CONTRACT

YEAR ENDED JUNE 30, 2019

		2016 Capital Fund
Funds approved	\$	111,955
Funds expended		111,955
Excess of funds approved	\$	0
<hr style="border-top: 3px double #000;"/>		
Funds advanced	\$	111,955
Funds expended		111,955
Excess (Deficiency) of funds advanced	\$	0
<hr style="border-top: 3px double #000;"/>		

1. The Actual Modernization Costs are as follows:
2. The distribution of costs by project as shown on the Final Statements of Modernization Costs dated August 20, 2019 accompanying the Actual Modernization Costs Certificates submitted to HUD for approval is in agreement with the PHA's records.
3. All modernization costs have been paid and all related liabilities have been discharged through payment.

See accountants' report

HOUSING AUTHORITY OF HOMER, LOUISIANA  
STATEMENT OF MODERNIZATION COSTS - UNCOMPLETED

YEAR ENDED JUNE 30, 2019

CASH BASIS

	2017 Capital Fund	2018 Capital Fund	2019 Capital Fund
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Funds approved	\$ 115,823	\$ 186,879	\$ 193,024
Funds expended	115,823	154,290	0
Excess of funds approved	<u>\$ 0</u>	<u>\$ 32,589</u>	<u>\$ 193,024</u>
Funds advanced	\$ 115,823	\$ 153,138	\$ 0
Funds expended	115,823	154,290	0
Excess (Deficiency) of funds	<u>\$ 0</u>	<u>\$ (1,152)</u>	<u>\$ 0</u>

See accountants' report

HOUSING AUTHORITY OF HOMER, LOUISIANA  
 SCHEDULE OF COMPENSATION, BENEFITS AND OTHER PAYMENTS TO AGENCY HEAD  
 OR CHIEF EXECUTIVE DIRECTOR

YEAR ENDED JUNE 30, 2019

**Agency Head Name:** Debra Sarpy, Executive Director

<b>Purpose</b>	<b>Amount</b>
Salary	\$ 60,832
Benefits-insurance	
Benefits-retirement	
Benefits-	
Car allowance	
Vehicle provided by government	
Per diem	
Reimbursements	
Travel	
Registration fees	488
Conference travel	1,378
Continuing professional education fees	
Housing	
Unvouchered expenses*	
Special meals	
<b>Total</b>	<b>\$ 62,698</b>

See accountants' report

HOUSING AUTHORITY OF HOMER, LOUISIANA  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2019

FEDERAL GRANTOR PROGRAM TITLE	CDFA NO.	PROGRAM EXPENDITURES
U. S. Department of Housing and Urban Development Direct Programs:		
Low-Income Housing Operating Subsidy	14.850a	\$ 291,558
Capital Fund Program	14.872	247,597
Total United States Department of Housing and Urban Development		\$ 539,155
Total Expenditures of Federal Awards		\$ 539,155

The accompanying notes are an integral part of this schedule.

HOUSING AUTHORITY OF HOMER, LOUISIANA  
 NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2019

**NOTE 1 – BASIS OF PRESENTATION** The accompanying Schedule of Expenditures of Federal Awards (the “Schedule”) includes the federal award activity of the Housing Authority of the City of Homer, Louisiana (the “Housing Authority”) under programs of the federal government for the year ended June 30, 2019. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Housing Authority, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Housing Authority.

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. The Housing Authority has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

**NOTE 3 - RELATIONSHIP TO BASIC FINANCIAL STATEMENTS** Federal awards revenues are reported in the Housing Authority’s basic financial statements as follows:

	Federal Sources
Enterprise Funds	
Governmental operating grants	\$ 291,558
Capital contributions	247,597
	\$ 539,155

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

**NOTE 5 – DE MINIMIS INDIRECT COST RATE** The Housing Authority did not elect to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.



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## **AGREED UPON PROCEDURES REPORT**

Independent Accountant's Report  
On Applying Agreed-Upon Procedures

## **AGREED UPON PROCEDURES REPORT**

Independent Accountant's Report  
On Applying Agreed-Upon Procedures

To the Board of Directors of the Homer Housing Authority and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below, which were agreed to by the Homer Housing Authority and the Louisiana Legislative Auditor (LLA) on the control and compliance (C/C) areas identified in the LLA's Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period July 1, 2018 through June 30, 2019. The Homer Housing Authority's management is responsible for those C/C areas identified in the SAUPs.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

### ***Written Policies and Procedures***

---

1. Obtain and inspect the entity's written policies and procedures and observe that they address each of the following categories and subcategories (if applicable to public funds and the entity's operations):
  - a) ***Budgeting***, including preparing, adopting, monitoring, and amending the budget
  - b) ***Purchasing***, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the public bid law; and (5) documentation required to be maintained for all bids and price quotes.
  - c) ***Disbursements***, including processing, reviewing, and approving

- d) **Receipts/Collections**, including receiving, recording, and preparing deposits. Also, policies and procedures should include management’s actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g. periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).
- e) **Payroll/Personnel**, including (1) payroll processing, and (2) reviewing and approving time and attendance records, including leave and overtime worked.
- f) **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process
- g) **Credit Cards (and debit cards, fuel cards, P-Cards, if applicable)**, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases)
- h) **Travel and expense reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers
- i) **Ethics**, including (1) the prohibitions as defined in Louisiana Revised Statute 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) requirement that all employees, including elected officials, annually attest through signature verification that they have read the entity’s ethics policy.
- j) **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
- k) **Disaster Recovery/Business Continuity**, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.

Results of Testing:

We noted in the prior audit report that all of the above policies had been adopted except for three, excluding Debt Service, which is not applicable. By board resolution in December 2018, the Budgets, Revisions, and Financial Reporting Policy, Billing and Receipts Policy, and Payroll Processing Policy were adopted.

During the audit year, the Authority gained satisfactory responses from both its fee accountant and also its software provider regarding [K] above, Disaster Recovery.

***Board or Finance Committee***

---

- 2. Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board’s enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:
  - a) Observe that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board’s enabling legislation, charter, bylaws, or other equivalent document.
  - b) For those entities reporting on the governmental accounting model, observe that the minutes referenced or included monthly budget-to-actual comparisons on the general fund and major special revenue funds, as well as monthly financial statements (or budget-to-actual comparisons, if budgeted) for major proprietary funds. *Alternately, for those entities reporting on the non-profit accounting model, observe that the minutes referenced or included financial activity*

*relating to public funds if those public funds comprised more than 10% of the entity's collections during the fiscal period.*

- c) For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.

Results of Testing:

The board met on a regular basis in accordance with its by-laws.

The minutes were thorough. However, the board is still not noting in the minutes that they reviewed the budgeted-to-actual income and expenses.

The general fund did not have a negative ending unassigned fund balance at the end of the prior year.

Corrective Action Response:

I am Debra Sarpy, Executive Director and Designated Person to address these concerns. We will start noting very specifically in the board minutes that the board reviewed the year-to-date budgeted to actual income and expenses for all principal categories.

***Bank Reconciliations***

---

3. Obtain a listing of client bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for selected each account, and observe that:
  - a) Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated, electronically logged);
  - b) Bank reconciliations include evidence that a member of management/board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged); and
  - c) Management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

Results of Testing:

As noted in the Year 3 instructions, if this category had no exceptions in Year 2, Year 3 tests may be omitted. Since there were no Year 3 exceptions, these tests are omitted.

***Collections (excluding EFTs)***

---

4. Obtain a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).

### Results of Testing:

Since there were no Year 2 exceptions in this category, these tests are omitted.

5. For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (i.e. 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies or procedures, inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that:

- a) Employees that are responsible for cash collections do not share cash drawers/registers.
- b) Each employee responsible for collecting cash is not responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g. pre-numbered receipts) to the deposit.
- c) Each employee responsible for collecting cash is not responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit.
- d) The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions are not responsible for collecting cash, unless another employee verifies the reconciliation.

### Results of Testing:

Since there were no Year 2 exceptions in this category, these tests are omitted.

5. Inquire of management that all employees who have access to cash are covered by a bond or insurance policy for theft.

### Results of Testing:

All employees who have access to cash are covered by a bond.

6. Randomly select two deposit dates for each of the 5 bank accounts selected for procedure #3 under "Bank Reconciliations" above (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). *Alternately, the practitioner may use a source document other than bank statements when selecting the deposit dates for testing, such as a cash collection log, daily revenue report, receipt book, etc.* Obtain supporting documentation for each of the 10 deposits and:

- a) Observe that receipts are sequentially pre-numbered.
- b) Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
- c) Trace the deposit slip total to the actual deposit per the bank statement.
- d) Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100).
- e) Trace the actual deposit per the bank statement to the general ledger.

Results of Testing:

Since there were no Year 2 exceptions in this category, these tests are omitted.

***Non-Payroll Disbursements (excluding card purchases/payments, travel reimbursements, and petty cash purchases)***

---

8. Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).

Results of Testing:

Payments are processed at only one location.

9. For each location selected under #8 above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, inquire of employees about their job duties), and observe that job duties are properly segregated such that:
  - a) At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.
  - b) At least two employees are involved in processing and approving payments to vendors.
  - c) The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files.
  - d) Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.

[Note: Exceptions to controls that constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality); should not be reported.])

Results of Testing:

Since there were no Year 2 exceptions in this category, these tests are omitted.

10. For each location selected under #8 above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction and:
  - a) Observe that the disbursement matched the related original invoice/billing statement.
  - b) Observe that the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #9, as applicable.

Results of Testing:

Since there were no Year 2 exceptions in this category, these tests are omitted.

## ***Credit Cards/Debit Cards/Fuel Cards/P-Cards***

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11. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

### **Results of Testing:**

Management represents that the list is complete.

12. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement), obtain supporting documentation, and:
- a) Observe that there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) was reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder. [Note: Requiring such approval may constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality); these instances should not be reported.]
  - b) Observe that finance charges and late fees were not assessed on the selected statements.

### **Results of Testing:**

Since there were no Year 2 exceptions in this category, these tests are omitted.

13. Using the monthly statements or combined statements selected under #12 above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (i.e. each card should have 10 transactions subject to testing). For each transaction, observe that it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and note whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

### **Results of Testing:**

Since there were no Year 2 exceptions in this category, these tests are omitted.

## ***Travel and Travel-Related Expense Reimbursements (excluding card transactions)***

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14. Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management's representation that the listing or general ledger is complete. Randomly select 5 reimbursements, obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected:

- a) If reimbursed using a per diem, agree the reimbursement rate to those rates established either by the State of Louisiana or the U.S. General Services Administration ([www.gsa.gov](http://www.gsa.gov)).
- b) If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.
- c) Observe that each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by written policy (procedure #1h).
- d) Observe that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

Results of Testing:

Since there were no Year 2 exceptions in this category, these tests are omitted.

***Contracts***

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15. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. *Alternately, the practitioner may use an equivalent selection source, such as an active vendor list.* Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and:
  - a) Observe that the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law.
  - b) Observe that the contract was approved by the governing body/board, if required by policy or law (e.g. Lawrason Act, Home Rule Charter).
  - c) If the contract was amended (e.g. change order), observe that the original contract terms provided for such an amendment.
  - d) Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe that the invoice and related payment agreed to the terms and conditions of the contract.

Results of Testing:

Since there were no Year 2 exceptions in this category, these tests are omitted.

***Payroll and Personnel***

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16. Obtain a listing of employees/elected officials employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees/officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.

Results of Testing:

Since there were no Year 2 exceptions in this category, these tests are omitted.

17. Randomly select one pay period during the fiscal period. For the 5 employees/officials selected under #16 above, obtain attendance records and leave documentation for the pay period, and:
- a) Observe that all selected employees/officials documented their daily attendance and leave (e.g., vacation, sick, compensatory). (Note: Generally, an elected official is not eligible to earn leave and does not document his/her attendance and leave. However, if the elected official is earning leave according to policy and/or contract, the official should document his/her daily attendance and leave.)
  - b) Observe that supervisors approved the attendance and leave of the selected employees/officials.
  - c) Observe that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records.

Results of Testing:

Since there were no Year 2 exceptions, these tests are omitted

18. Obtain a listing of those employees/officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees/officials, obtain related documentation of the hours and pay rates used in management's termination payment calculations, agree the hours to the employee/officials' cumulative leave records, and agree the pay rates to the employee/officials' authorized pay rates in the employee/officials' personnel files.

Results of Testing:

Management asserts that there were no termination payments made during the year.

19. Obtain management's representation that employer and employee portions of payroll taxes, retirement contributions, health insurance premiums, and workers' compensation premiums have been paid, and associated forms have been filed, by required deadlines.

Results of Testing:

Since there were no Year 2 exceptions in this category, these tests are omitted.

***Ethics***

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20. Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, obtain ethics documentation from management, and:
- a. Observe that the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.
  - b. Observe that the documentation demonstrates each employee/official attested through signature verification that he or she has read the entity's ethics policy during the fiscal period.

Results of Testing:

- a) The Authority possessed documentation that all board members and employees that we tested completed the required ethics training during the audit period.
- b) The Authority possessed documentation that all board members and employees attested in writing that they read the Authority's ethics policy during the fiscal period.

***Debt Service***

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- 21. Obtain a listing of bonds/notes issued during the fiscal period and management's representation that the listing is complete. Select all bonds/notes on the listing, obtain supporting documentation, and observe that State Bond Commission approval was obtained for each bond/note issued.

Results of Testing:

Not applicable.

- 22. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

Results of Testing:

Not applicable.

***Other***

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- 23. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled.

Results of Testing:

Management asserts that they are not aware of any misappropriation of public funds or assets during the fiscal year.

- 24. Observe that the entity has posted on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

Results of Testing:

Management has properly posted the notice.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on those C/C areas identified in the SAUPs. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

The purpose of this report is solely to describe the scope of testing performed on those C/C areas identified in the SAUPs, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the LLA as a public document.

*Mike Estes, P.C.*

Mike Estes, P.C.  
Fort Worth, Texas  
December 13, 2019

HOUSING AUTHORITY OF HOMER, LOUISIANA  
FINANCIAL DATA SCHEDULES

YEAR ENDED JUNE 30, 2019

<b>Entity Wide Balance Sheet Summary</b>			
	Project Total	Subtotal	Total
111 Cash - Unrestricted	\$233,535	\$233,535	\$233,535
112 Cash - Restricted - Modernization and Development			
113 Cash - Other Restricted			
114 Cash - Tenant Security Deposits	\$9,800	\$9,800	\$9,800
115 Cash - Restricted for Payment of Current Liabilities			
100 Total Cash	\$243,335	\$243,335	\$243,335
121 Accounts Receivable - PHA Projects			
122 Accounts Receivable - HUD Other Projects	\$1,151	\$1,151	\$1,151
124 Accounts Receivable - Other Government			
125 Accounts Receivable - Miscellaneous			
126 Accounts Receivable - Tenants	\$224	\$224	\$224
126.1 Allowance for Doubtful Accounts -Tenants	\$0	\$0	\$0
126.2 Allowance for Doubtful Accounts - Other	\$0	\$0	\$0
127 Notes, Loans, & Mortgages Receivable - Current			
128 Fraud Recovery			
128.1 Allowance for Doubtful Accounts - Fraud			
129 Accrued Interest Receivable			
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$1,375	\$1,375	\$1,375
131 Investments - Unrestricted			
132 Investments - Restricted			
135 Investments - Restricted for Payment of Current Liability			
142 Prepaid Expenses and Other Assets	\$40,793	\$40,793	\$40,793
143 Inventories	\$3,945	\$3,945	\$3,945
143.1 Allowance for Obsolete Inventories	-\$199	-\$199	-\$199
144 Inter Program Due From			
145 Assets Held for Sale			
150 Total Current Assets	\$289,249	\$289,249	\$289,249
161 Land	\$41,564	\$41,564	\$41,564
162 Buildings	\$4,688,715	\$4,688,715	\$4,688,715
163 Furniture, Equipment & Machinery - Dwellings	\$99,770	\$99,770	\$99,770
164 Furniture, Equipment & Machinery - Administration	\$140,859	\$140,859	\$140,859
165 Leasehold Improvements	\$507,857	\$507,857	\$507,857
166 Accumulated Depreciation	-\$4,579,218	-\$4,579,218	-\$4,579,218
167 Construction in Progress			
168 Infrastructure			
160 Total Capital Assets, Net of Accumulated Depreciation	\$899,547	\$899,547	\$899,547
171 Notes, Loans and Mortgages Receivable - Non-Current			
172 Notes, Loans, & Mortgages Receivable - Non Current - Past Due			
173 Grants Receivable - Non Current			
174 Other Assets			
176 Investments in Joint Ventures			
180 Total Non-Current Assets	\$899,547	\$899,547	\$899,547
200 Deferred Outflow of Resources			
290 Total Assets and Deferred Outflow of Resources	\$1,188,796	\$1,188,796	\$1,188,796

HOUSING AUTHORITY OF HOMER, LOUISIANA  
FINANCIAL DATA SCHEDULES

YEAR ENDED JUNE 30, 2019

<b>Entity Wide Balance Sheet Summary</b>			
	Project Total	Subtotal	Total
311 Bank Overdraft			
312 Accounts Payable <= 90 Days	\$9,898	\$9,898	\$9,898
313 Accounts Payable >90 Days Past Due			
321 Accrued Wage/Payroll Taxes Payable	\$8,253	\$8,253	\$8,253
322 Accrued Compensated Absences - Current Portion	\$7,362	\$7,362	\$7,362
324 Accrued Contingency Liability			
325 Accrued Interest Payable			
331 Accounts Payable - HUD PHA Programs			
332 Account Payable - PHA Projects			
333 Accounts Payable - Other Government	\$16,177	\$16,177	\$16,177
341 Tenant Security Deposits	\$9,800	\$9,800	\$9,800
342 Unearned Revenue	\$2,106	\$2,106	\$2,106
343 Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue			
344 Current Portion of Long-term Debt - Operating Borrowings			
345 Other Current Liabilities			
346 Accrued Liabilities - Other	\$6,543	\$6,543	\$6,543
347 Inter Program - Due To			
348 Loan Liability - Current			
310 Total Current Liabilities	\$60,139	\$60,139	\$60,139
351 Long-term Debt, Net of Current - Capital Projects/Mortgage Revenue			
352 Long-term Debt, Net of Current - Operating Borrowings			
353 Non-current Liabilities - Other			
354 Accrued Compensated Absences - Non Current	\$18,189	\$18,189	\$18,189
355 Loan Liability - Non Current			
356 FASB 5 Liabilities			
357 Accrued Pension and OPEB Liabilities			
350 Total Non-Current Liabilities	\$18,189	\$18,189	\$18,189
300 Total Liabilities	\$78,328	\$78,328	\$78,328
400 Deferred Inflow of Resources			
508.4 Net Investment in Capital Assets	\$899,547	\$899,547	\$899,547
511.4 Restricted Net Position			
512.4 Unrestricted Net Position	\$210,921	\$210,921	\$210,921
513 Total Equity - Net Assets / Position	\$1,110,468	\$1,110,468	\$1,110,468
600 Total Liabilities, Deferred Inflows of Resources and Equity - Net	\$1,188,796	\$1,188,796	\$1,188,796

HOUSING AUTHORITY OF HOMER, LOUISIANA  
FINANCIAL DATA SCHEDULES

YEAR ENDED JUNE 30, 2019

<b>Single Project Revenue and Expense</b>			
	Low Rent	Capital Fund	Total Project
70300 Net Tenant Rental Revenue	\$213,630		\$213,630
70400 Tenant Revenue - Other	\$2,370		\$2,370
70500 Total Tenant Revenue	\$216,000	\$0	\$216,000
70600 HUD PHA Operating Grants	\$291,558	\$145,752	\$437,310
70610 Capital Grants		\$101,845	\$101,845
70710 Management Fee			
70720 Asset Management Fee			
70730 Book Keeping Fee			
70740 Front Line Service Fee			
70750 Other Fees			
70700 Total Fee Revenue			
70800 Other Government Grants			
71100 Investment Income - Unrestricted	\$1,275		\$1,275
71200 Mortgage Interest Income			
71300 Proceeds from Disposition of Assets Held for Sale			
71310 Cost of Sale of Assets			
71400 Fraud Recovery	\$1,800		\$1,800
71500 Other Revenue	\$19,822		\$19,822
71600 Gain or Loss on Sale of Capital Assets			
72000 Investment Income - Restricted			
70000 Total Revenue	\$530,455	\$247,597	\$778,052
91100 Administrative Salaries	\$111,145		\$111,145
91200 Auditing Fees	\$12,480		\$12,480
91300 Management Fee			
91310 Book-keeping Fee			
91400 Advertising and Marketing	\$1,110		\$1,110
91500 Employee Benefit contributions - Administrative	\$21,197		\$21,197
91600 Office Expenses	\$58,434		\$58,434
91700 Legal Expense	\$800		\$800
91800 Travel	\$10,751		\$10,751
91810 Allocated Overhead			
91900 Other	\$14,333		\$14,333
91000 Total Operating - Administrative	\$230,250	\$0	\$230,250
92000 Asset Management Fee			
92100 Tenant Services - Salaries			
92200 Relocation Costs			
92300 Employee Benefit Contributions - Tenant Services			
92400 Tenant Services - Other	\$1,876		\$1,876
92500 Total Tenant Services	\$1,876	\$0	\$1,876
93100 Water	\$23,577		\$23,577
93200 Electricity	\$12,882		\$12,882
93300 Gas	\$1,642		\$1,642
93400 Fuel			
93500 Labor			
93600 Sewer	\$16,127		\$16,127

HOUSING AUTHORITY OF HOMER, LOUISIANA  
FINANCIAL DATA SCHEDULES

YEAR ENDED JUNE 30, 2019

<b>Single Project Revenue and Expense</b>			
	Low Rent	Capital Fund	Total Project
93700 Employee Benefit Contributions - Utilities			
93800 Other Utilities Expense			
93000 Total Utilities	\$54,228	\$0	\$54,228
94100 Ordinary Maintenance and Operations - Labor	\$64,073		\$64,073
94200 Ordinary Maintenance and Operations - Materials and Other	\$79,388		\$79,388
94300 Ordinary Maintenance and Operations Contracts	\$89,237		\$89,237
94500 Employee Benefit Contributions - Ordinary Maintenance	\$18,879		\$18,879
94000 Total Maintenance	\$251,577	\$0	\$251,577
95100 Protective Services - Labor			
95200 Protective Services - Other Contract Costs			
95300 Protective Services - Other			
95500 Employee Benefit Contributions - Protective Services			
95000 Total Protective Services	\$0	\$0	\$0
96110 Property Insurance	\$33,557		\$33,557
96120 Liability Insurance	\$2,016		\$2,016
96130 Workmen's Compensation	\$10,239		\$10,239
96140 All Other Insurance	\$3,037		\$3,037
96100 Total insurance Premiums	\$48,849	\$0	\$48,849
96200 Other General Expenses			
96210 Compensated Absences	\$11,410		\$11,410
96300 Payments in Lieu of Taxes	\$16,177		\$16,177
96400 Bad debt - Tenant Rents	\$23,286		\$23,286
96500 Bad debt - Mortgages			
96600 Bad debt - Other			
96800 Severance Expense			
96000 Total Other General Expenses	\$50,873	\$0	\$50,873
96710 Interest of Mortgage (or Bonds) Payable			
96720 Interest on Notes Payable (Short and Long Term)			
96730 Amortization of Bond Issue Costs			
96700 Total Interest Expense and Amortization Cost	\$0	\$0	\$0
96900 Total Operating Expenses	\$637,653	\$0	\$637,653
97000 Excess of Operating Revenue over Operating Expenses	-\$107,198	\$247,597	\$140,399
97100 Extraordinary Maintenance			
97200 Casualty Losses - Non-capitalized	\$3,200		\$3,200
97300 Housing Assistance Payments			
97350 HAP Portability-In			
97400 Depreciation Expense	\$116,403		\$116,403
97500 Fraud Losses			
97600 Capital Outlays - Governmental Funds			
97700 Debt Principal Payment - Governmental Funds			
97800 Dwelling Units Rent Expense			
90000 Total Expenses	\$757,256	\$0	\$757,256

HOUSING AUTHORITY OF HOMER, LOUISIANA  
FINANCIAL DATA SCHEDULES

YEAR ENDED JUNE 30, 2019

<b>Single Project Revenue and Expense</b>			
	Low Rent	Capital Fund	Total Project
10010 Operating Transfer In	\$145,752		\$145,752
10020 Operating transfer Out		-\$145,752	-\$145,752
10030 Operating Transfers from/to Primary Government			
10040 Operating Transfers from/to Component Unit			
10050 Proceeds from Notes, Loans and Bonds			
10060 Proceeds from Property Sales			
10070 Extraordinary Items, Net Gain/Loss			
10080 Special Items (Net Gain/Loss)			
10091 Inter Project Excess Cash Transfer In			
10092 Inter Project Excess Cash Transfer Out			
10093 Transfers between Program and Project - In			
10094 Transfers between Project and Program - Out			
10100 Total Other financing Sources (Uses)	\$145,752	-\$145,752	\$0
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	-\$81,049	\$101,845	\$20,796
11020 Required Annual Debt Principal Payments	\$0	\$0	\$0
11030 Beginning Equity	\$1,012,188	\$77,484	\$1,089,672
11040 Prior Period Adjustments, Equity Transfers and Correction of Errors			
11050 Changes in Compensated Absence Balance			
11060 Changes in Contingent Liability Balance			
11070 Changes in Unrecognized Pension Transition Liability			
11080 Changes in Special Term/Severance Benefits Liability			
11090 Changes in Allowance for Doubtful Accounts - Dwelling Rents			
11100 Changes in Allowance for Doubtful Accounts - Other			
11170 Administrative Fee Equity			
11180 Housing Assistance Payments Equity			
11190 Unit Months Available	1200		1200
11210 Number of Unit Months Leased	1105		1105
11270 Excess Cash	\$131,373		\$131,373
11610 Land Purchases	\$0	\$0	\$0
11620 Building Purchases	\$0	\$0	\$0
11630 Furniture & Equipment - Dwelling Purchases	\$0	\$12,173	\$12,173
11640 Furniture & Equipment - Administrative Purchases	\$0	\$0	\$0
11650 Leasehold Improvements Purchases	\$0	\$89,672	\$89,672
11660 Infrastructure Purchases	\$0	\$0	\$0
13510 CFFP Debt Service Payments	\$0	\$0	\$0
13901 Replacement Housing Factor Funds	\$0	\$0	\$0

HOUSING AUTHORITY OF HOMER, LOUISIANA  
FINANCIAL DATA SCHEDULES

YEAR ENDED JUNE 30, 2019

<b>Entity Wide Revenue and Expense Summary</b>			
	Project Total	Subtotal	Total
70300 Net Tenant Rental Revenue	\$213,630	\$213,630	\$213,630
70400 Tenant Revenue - Other	\$2,370	\$2,370	\$2,370
70500 Total Tenant Revenue	\$216,000	\$216,000	\$216,000
70600 HUD PHA Operating Grants	\$437,310	\$437,310	\$437,310
70610 Capital Grants	\$101,845	\$101,845	\$101,845
70710 Management Fee			
70720 Asset Management Fee			
70730 Book Keeping Fee			
70740 Front Line Service Fee			
70750 Other Fees			
70700 Total Fee Revenue			
70800 Other Government Grants			
71100 Investment Income - Unrestricted	\$1,275	\$1,275	\$1,275
71200 Mortgage Interest Income			
71300 Proceeds from Disposition of Assets Held for Sale			
71310 Cost of Sale of Assets			
71400 Fraud Recovery	\$1,800	\$1,800	\$1,800
71500 Other Revenue	\$19,822	\$19,822	\$19,822
71600 Gain or Loss on Sale of Capital Assets			
72000 Investment Income - Restricted			
70000 Total Revenue	\$778,052	\$778,052	\$778,052
91100 Administrative Salaries	\$111,145	\$111,145	\$111,145
91200 Auditing Fees	\$12,480	\$12,480	\$12,480
91300 Management Fee			
91310 Book-keeping Fee			
91400 Advertising and Marketing	\$1,110	\$1,110	\$1,110
91500 Employee Benefit contributions - Administrative	\$21,197	\$21,197	\$21,197
91600 Office Expenses	\$58,434	\$58,434	\$58,434
91700 Legal Expense	\$800	\$800	\$800
91800 Travel	\$10,751	\$10,751	\$10,751
91810 Allocated Overhead			
91900 Other	\$14,333	\$14,333	\$14,333
91000 Total Operating - Administrative	\$230,250	\$230,250	\$230,250
92000 Asset Management Fee			
92100 Tenant Services - Salaries			
92200 Relocation Costs			
92300 Employee Benefit Contributions - Tenant Services			
92400 Tenant Services - Other	\$1,876	\$1,876	\$1,876
92500 Total Tenant Services	\$1,876	\$1,876	\$1,876
93100 Water	\$23,577	\$23,577	\$23,577
93200 Electricity	\$12,882	\$12,882	\$12,882
93300 Gas	\$1,642	\$1,642	\$1,642
93400 Fuel			
93500 Labor			
93600 Sewer	\$16,127	\$16,127	\$16,127

HOUSING AUTHORITY OF HOMER, LOUISIANA  
FINANCIAL DATA SCHEDULES

YEAR ENDED JUNE 30, 2019

<b>Entity Wide Revenue and Expense Summary</b>			
	Project Total	Subtotal	Total
93700 Employee Benefit Contributions - Utilities			
93800 Other Utilities Expense			
93000 Total Utilities	\$54,228	\$54,228	\$54,228
94100 Ordinary Maintenance and Operations - Labor	\$64,073	\$64,073	\$64,073
94200 Ordinary Maintenance and Operations - Materials and Other	\$79,388	\$79,388	\$79,388
94300 Ordinary Maintenance and Operations Contracts	\$89,237	\$89,237	\$89,237
94500 Employee Benefit Contributions - Ordinary Maintenance	\$18,879	\$18,879	\$18,879
94000 Total Maintenance	\$251,577	\$251,577	\$251,577
95100 Protective Services - Labor			
95200 Protective Services - Other Contract Costs			
95300 Protective Services - Other			
95500 Employee Benefit Contributions - Protective Services			
95000 Total Protective Services	\$0	\$0	\$0
96110 Property Insurance	\$33,557	\$33,557	\$33,557
96120 Liability Insurance	\$2,016	\$2,016	\$2,016
96130 Workmen's Compensation	\$10,239	\$10,239	\$10,239
96140 All Other Insurance	\$3,037	\$3,037	\$3,037
96100 Total insurance Premiums	\$48,849	\$48,849	\$48,849
96200 Other General Expenses			
96210 Compensated Absences	\$11,410	\$11,410	\$11,410
96300 Payments in Lieu of Taxes	\$16,177	\$16,177	\$16,177
96400 Bad debt - Tenant Rents	\$23,286	\$23,286	\$23,286
96500 Bad debt - Mortgages			
96600 Bad debt - Other			
96800 Severance Expense			
96000 Total Other General Expenses	\$50,873	\$50,873	\$50,873
96710 Interest of Mortgage (or Bonds) Payable			
96720 Interest on Notes Payable (Short and Long Term)			
96730 Amortization of Bond Issue Costs			
96700 Total Interest Expense and Amortization Cost	\$0	\$0	\$0
96900 Total Operating Expenses	\$637,653	\$637,653	\$637,653
97000 Excess of Operating Revenue over Operating Expenses	\$140,399	\$140,399	\$140,399
97100 Extraordinary Maintenance			
97200 Casualty Losses - Non-capitalized	\$3,200	\$3,200	\$3,200
97300 Housing Assistance Payments			
97350 HAP Portability-In			
97400 Depreciation Expense	\$116,403	\$116,403	\$116,403
97500 Fraud Losses			
97600 Capital Outlays - Governmental Funds			
97700 Debt Principal Payment - Governmental Funds			
97800 Dwelling Units Rent Expense			
90000 Total Expenses	\$757,256	\$757,256	\$757,256

HOUSING AUTHORITY OF HOMER, LOUISIANA  
FINANCIAL DATA SCHEDULES

YEAR ENDED JUNE 30, 2019

<b>Entity Wide Revenue and Expense Summary</b>			
	Project Total	Subtotal	Total
10010 Operating Transfer In	\$145,752	\$145,752	\$145,752
10020 Operating transfer Out	-\$145,752	-\$145,752	-\$145,752
10030 Operating Transfers from/to Primary Government			
10040 Operating Transfers from/to Component Unit			
10050 Proceeds from Notes, Loans and Bonds			
10060 Proceeds from Property Sales			
10070 Extraordinary Items, Net Gain/Loss			
10080 Special Items (Net Gain/Loss)			
10091 Inter Project Excess Cash Transfer In			
10092 Inter Project Excess Cash Transfer Out			
10093 Transfers between Program and Project - In			
10094 Transfers between Project and Program - Out			
10100 Total Other financing Sources (Uses)	\$0	\$0	\$0
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	\$20,796	\$20,796	\$20,796
11020 Required Annual Debt Principal Payments	\$0	\$0	\$0
11030 Beginning Equity	\$1,089,672	\$1,089,672	\$1,089,672
11040 Prior Period Adjustments, Equity Transfers and Correction of Errors			
11050 Changes in Compensated Absence Balance			
11060 Changes in Contingent Liability Balance			
11070 Changes in Unrecognized Pension Transition Liability			
11080 Changes in Special Term/Severance Benefits Liability			
11090 Changes in Allowance for Doubtful Accounts - Dwelling Rents			
11100 Changes in Allowance for Doubtful Accounts - Other			
11170 Administrative Fee Equity			
11180 Housing Assistance Payments Equity			
11190 Unit Months Available	1200	1200	1200
11210 Number of Unit Months Leased	1105	1105	1105
11270 Excess Cash	\$131,373	\$131,373	\$131,373
11610 Land Purchases	\$0	\$0	\$0
11620 Building Purchases	\$0	\$0	\$0
11630 Furniture & Equipment - Dwelling Purchases	\$12,173	\$12,173	\$12,173
11640 Furniture & Equipment - Administrative Purchases	\$0	\$0	\$0
11650 Leasehold Improvements Purchases	\$89,672	\$89,672	\$89,672
11660 Infrastructure Purchases	\$0	\$0	\$0
13510 CFFP Debt Service Payments	\$0	\$0	\$0
13901 Replacement Housing Factor Funds	\$0	\$0	\$0