Housing Authority of the
City of Bossier City, Louisiana

FINANCIAL STATEMENTS

June 30, 2019

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June 30, 2019

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INDEPENDENT AUDITORS' REPORT

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

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities, the aggregate discretely presented component units, and each major fund of the Housing Authority of the City of Bossier City, Louisiana (the "Housing Authority"), as of and for the year ended June 30, 2019, and the related notes to financial statements, which collectively comprise the Housing Authority's 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.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of Eagle Pointe Development I, L.P., Eagle Pointe Development II, L.P., Eagle Pointe Development III, L.P., and Eagle Pointe Development IV, L.P., which represent 100 percent of the assets, net position, and revenues of the discretely presented component units. Those statements were audited by other auditors whose reports have been furnished to us, and our opinion, insofar as it relates to the amounts included for Eagle Pointe Development I, L.P., Eagle Pointe Development II, L.P., Eagle Pointe Development III, L.P., and Eagle Pointe Development IV, L.P., is based solely on the reports of the other auditors. 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 the financial statements. The procedures selected depend on the auditors' judgment, including the 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 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.

Opinions

In our opinion, based on our audit and the reports of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities, the aggregate discretely presented component units and each major fund of the Housing Authority of the City of Bossier City, Louisiana, as of June 30, 2019, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information
Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 9 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 generally 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's basic financial statements. The schedule of compensation paid board members, schedule of compensation, benefits and other payments to agency head or chief executive officer, statement of actual modernization cost certificate, and financial data schedule are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* Part 200,

Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and is also not a required part of the basic financial statements.

The schedule of compensation paid board members, schedule of compensation, benefits and other payments to agency head or chief executive officer, statement of actual modernization cost certificate, financial data schedule, and schedule of expenditures of federal awards are the responsibility of management and were derived from and relate 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 schedule of compensation paid board members, schedule of compensation, benefits and other payments to agency head or chief executive officer, statement of actual modernization cost certificate, financial data schedule, and schedule of expenditures of federal awards, 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 31, 2019, on our consideration of the Housing Authority'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 solely 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 the effectiveness of the Housing Authority of the City of Bossier City, Louisiana's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Housing Authority's internal control over financial reporting and compliance.

Carr, Riggs & Ingram, L.L.C.

CARR, RIGGS & INGRAM, LLC

Shreveport, Louisiana
December 31, 2019

We, the management of the Housing Authority of the City of Bossier City, Louisiana (the Housing Authority), present the following discussion and analysis of the Housing Authority's financial activities for the fiscal year ended June 30, 2019. This focuses on the primary government and represents an overview of financial information. Please read this discussion and analysis in conjunction with the Housing Authority's audited financial statements, which follows.

FINANCIAL HIGHLIGHTS

- The assets of the Housing Authority exceeded its liabilities by $11,141,993 at the close of the fiscal year ended 2019. Of this amount, $5,046,523 of unrestricted assets may be used to meet the Housing Authority's ongoing obligations to citizens and creditors. This amount is approximately 133%, or about sixteen (16) months, of the total operating expenses for the fiscal year 2019. The remainder of $6,095,470 represents restrictions equal to the net amount invested in land, building, furnishings, leasehold improvements, and equipment of $5,217,784 and $877,686 of net restricted cash and investments.

- The Housing Authority's total net position increased by $534,029, approximately a 5.03% increase from fiscal year 2018. The increase from 2018 is attributed to the following major increases and decreases in 2019 income and expense items:

  - Total operating revenues increased $317,223 from 2018 due to the following:
    - Dwelling rent and other tenant revenue increased $67,826 from 2018
    - Federal grant revenue received from the U.S. Department of Housing and Urban Development (HUD) increased $240,229 from 2018
  - Total operating expenses increased $56,717 from 2018 mainly due to the following:
    - Administration expenses decreased $139,233 from 2018
    - Ordinary maintenance and repairs expenses increased $53,138 from 2018
    - Tenant services expenses increased $105,229 from 2018
    - Utilities expenses increased $69,408 from 2018

USING THIS ANNUAL REPORT

This discussion and analysis is intended to serve as an introduction to the Housing Authority's financial statements. The Housing Authority's basic financial statements are comprised 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 Housing Authority is a special-purpose government engaged only in business-type activities. Accordingly, only fund financial statements are presented as the basic financial statements.

The financial statements are designed to provide readers with a broad overview of the Housing Authority's finances in a manner similar to a private sector business.

The *statement of net position* presents information on all of the Housing Authority's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Housing Authority is improving or deteriorating, or otherwise changing in a dramatic manner.

The *statement of revenue, expenses and changes in fund net position* presents information detailing how the Housing Authority's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., earned but unused vacation leave).

The *statement of cash flows* provides information about the Housing Authority's cash receipts and cash payments during the reporting period. The statement reports cash receipts, cash payments, and net changes in cash resulting from operations, investing, and financing activities.

These financial statements report on the functions of the Housing Authority that are principally supported by intergovernmental revenues. The Housing Authority's function is to provide decent, safe, and sanitary housing to low-income and special needs populations, which is primarily funded with grant revenue received from the U.S. Department of Housing and Urban Development (HUD) and dwelling rentals.

HOUSING AUTHORITY'S SIGNIFICANT PROGRAMS

The Housing Authority has many programs that are consolidated into a single enterprise fund. The Housing Authority's significant programs consist of the following:

> ***Low-Income Public Housing*** – Under the Conventional Public Housing Program, the Housing Authority rents units it owns to low-income families. The Conventional Public Housing Program is operated under an Annual Contribution Contract (ACC) with HUD, and HUD provides an Operating Subsidy to enable the Housing Authority to provide housing at a rent that is based upon 30% of adjusted gross household income.
>
> ***Capital Fund Program*** – The Conventional Public Housing Program also includes the Capital Fund Program, the primary funding source for the Housing Authority's physical and management improvements. The formula funding methodology is based on size and age of the Housing Authority's units.
>
> ***Business Activities*** – The Business Activities fund accounts for the activity of Riverwood Apartments, a 137-unit multifamily complex acquired by the Housing Authority from HUD in September 1995. This fund also accounts for the development activity of the Housing Authority's non-public affordable housing ventures.

FINANCIAL ANALYSIS

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 Housing Authority has only one fund type, namely an enterprise fund which is a proprietary fund type. The Housing Authority maintains several significant funds. The general fund is used to account for the low rent, capital fund, and tenant assistance programs. The Business Activities fund accounts for the activities of Riverwood Apartments, a non-HUD project owned by the Housing Authority and other non-public affordable housing ventures, and the blended component units. The fund financial statements can be found on pages 11 through 17 of this report.

Notes to the Financial Statements

Notes provide additional information essential to a full understanding of the data provided in the financial statements. Notes to the financial statements can be found on pages 18 through 38 of this report.

Net Position and Changes in Net Position

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Housing Authority, assets exceeded liabilities by $11,141,993 at June 30, 2019. The largest portion of the Housing Authority's net position (47%) reflects its net investments in capital assets (e.g., land improvements, buildings, machinery, and equipment). The Housing Authority uses these capital assets to provide housing services to residents. The Housing Authority also has net position in the amount of $877,686, the use of which has been restricted by HUD for future replacement and development costs. Consequently, these restricted assets are not available for day-to-day operations. The unrestricted net position of the Housing Authority is available for future use to provide program services. An analysis of net position and changes in net position is as follows:

Net Position

June 30,	2019	2018
Current assets	$ 3,655,123	$ 2,730,098
Restricted assets	954,357	1,043,509
Noncurrent assets		
Capital assets, net	5,217,784	5,638,010
Other noncurrent assets	2,147,454	2,102,602
Total noncurrent assets	7,365,238	7,740,612
Total assets	11,974,718	11,514,219
Current liabilities	535,035	576,647
Current liabilities payable from restricted assets	76,671	77,421
Long-term liabilities	221,019	252,187
Total liabilities	832,725	906,255
Net position		
Net investment in capital assets	5,217,784	5,638,010
Restricted	877,686	896,447
Unrestricted	5,046,523	4,073,507
Total net position	$ 11,141,993	$ 10,607,964

Changes in Net Position

For the Years Ended June 30,	2019	2018	Change
Revenues			
Operating revenues			
Dwelling rental, fee revenue and other	$ 1,759,869	$ 1,692,043	$ 67,826
Federal grants	2,426,653	2,186,424	240,229
Nonoperating revenues			
Interest earnings	54,879	45,711	9,168
Total revenues	4,241,401	3,924,178	317,223
Expenses			
Operating expenses			
Administration	755,716	894,949	(139,233)
Tenant services	191,280	86,051	105,229
Utilities	449,099	379,691	69,408
Ordinary maintenance and repairs	976,873	923,735	53,138
General expenses	401,419	406,996	(5,577)
Housing assistance payments	508,846	491,022	17,824
Depreciation and amortization	510,951	555,023	(44,072)
Total operating expenses	3,794,184	3,737,467	56,717
Net income before contributions and transfers	447,217	186,711	260,506
Capital contributions	86,812	260,832	(174,020)
Change in net position	534,029	447,543	86,486
Beginning net position	10,607,964	10,160,421	447,543
Ending net position	$ 11,141,993	$ 10,607,964	$ 534,029

Total revenues had an increase of $317,223 due primarily to:

- An increase in the following classification –
  - Federal grants increased by $240,229 because more administrative fees were available related to Continuum of Care grant funds.
  - More dwelling rental and fee revenues were received this year in the amount of $67,826.

Total expenses, had a net increase of $56,717 due primarily to:

- Decreases in the following classifications –

  - Administration expenses decreased $139,233 due primarily to the DOJ lawsuit expensed in the prior year.
  - Depreciation decreased $44,072 due to more assets becoming fully depreciated.

- Increase in the following classification –

  - Tenant services expenses increased $105,229 primarily due to increase in case management fees to Hope Connections for AMP 24.
  - Utilities expenses increased $69,408 primarily due to leakage from a busted water line at Riverwood.
  - Ordinary maintenance and services increased $53,138 primarily due to repairs to the busted water lines.

Capital contributions had a net decrease of $174,020. This is primarily due to the decrease of significant construction projects and utilizing the Capital Fund Program for operations and maintenance to assist the Housing Authority in strengthening its financial condition.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

As of June 30, 2019, the Housing Authority's investment in capital assets was $5,217,784 (net of accumulated depreciation) as reflected in the following schedule. This amount represents a net decrease (including additions, deductions, and depreciation) of $420,226. Depreciation expense for 2019 was $510,951.

There were no major capital asset purchases during the year ended June 30, 2019. The following table presents the capital assets of the Housing Authority at June 30, 2019 and 2018:

June 30,	2019	2018
Land	$ 786,511	$ 786,511
Buildings and improvements	26,550,909	26,464,110
Furniture and equipment	385,140	799,885
Construction in progress	3,926	-
Totals	27,726,486	28,050,506
Less accumulated depreciation	(22,508,702)	(22,412,496)
Net capital assets	$ 5,217,784	$ 5,638,010

Additional information on the Housing Authority's capital assets can be found in the notes to the financial statements.

Debt/Long-Term Obligations

The Housing Authority's debt and long-term obligations at June 30, 2019, consist of $221,019 of interim borrowing for the development of its non-federal housing projects. We present more detail about our debt and long-term obligations 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. The Housing Authority is expected to receive approximately $1,500,000 in Operating Subsidy from HUD for the fiscal year ending June 30, 2020. The 2019 Capital Fund Program budget has already been approved by HUD and no major changes are expected. The Capital Fund Program budgets are multiple year budgets and have remained relatively stable. Capital Funds are used for the modernization of public housing properties, including administrative fees involved in the modernization.

As of June 30, 2019, the Housing Authority has received approval for funding in the amount of $527,528 for its 2017 Capital Fund Program and as of June 30, 2019, there was $253,243 available for future spending.

Future Events That Will Financially Impact the Housing Authority

The Housing Authority will continue its redevelopment of Riverwood Apartments (included in Business Activities) through the utilization of the Eagle Pointe Development Limited Partnerships [Low Income Housing Tax Credit projects].

Contacting the Authority's Financial Management

This financial report is designed to provide a general overview of the Housing Authority's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Executive Director, Housing Authority of the City of Bossier City, Louisiana, 805 East First Street, Bossier City, Louisiana 71111, or call (318) 549-1556.

Basic Financial Statements

Statement of Net Position - Enterprise Funds

June 30, 2019	General	Business Activities	Total Primary Government	Discretely Presented Component Units	Total
ASSETS					
Current Assets					
Cash and cash equivalents	$ 2,401,623	$ 435,063	$ 2,836,686	$ 347,179	$ 3,183,865
Receivables (net of allowances for uncollectibles)	246,081	8,655	254,736	46,912	301,648
Interfund receivable	41,943	16,511	58,454	-	58,454
Due from component units	-	333,618	333,618	-	333,618
Prepaid expenses	139,465	32,164	171,629	62,194	233,823
Restricted Assets					
Cash and cash equivalents	103,138	56,666	159,804	828,022	987,826
Investments	794,553	-	794,553	-	794,553
Total Current Assets	3,726,803	882,677	4,609,480	1,284,307	5,893,787
Noncurrent Assets					
Due from component units	-	2,147,454	2,147,454	-	2,147,454
Capital assets					
Land	723,011	63,500	786,511	36,500	823,011
Buildings and equipment (net of accumulated depreciation)	3,912,892	514,455	4,427,347	12,105,852	16,533,199
Construction/Development-in-progress	3,926	-	3,926	-	3,926
Other assets	-	-	-	208,104	208,104
Total Noncurrent Assets	4,639,829	2,725,409	7,365,238	12,350,456	19,715,694
TOTAL ASSETS	$ 8,366,632	$ 3,608,086	$ 11,974,718	$ 13,634,763	$ 25,609,481
LIABILITIES					
Current Liabilities					
Accounts payable	$ 207,039	$ 83,298	$ 290,337	$ 53,509	$ 343,846
Interfund payable	58,454	-	58,454	-	58,454
Due to primary government	-	-	-	343,198	343,198
Unearned revenues	6,919	7,230	14,149	27,007	41,156
Due to other governments	109,175	-	109,175	-	109,175
Notes payable	-	-	-	353,993	353,993
Accrued interest payable	-	-	-	87,219	87,219
Current liabilities payable from restricted assets - tenant security deposits	63,221	13,450	76,671	45,393	122,064
Other current liabilities	62,920	-	62,920	-	62,920
Total Current Liabilities	507,728	103,978	611,706	910,319	1,522,025
Noncurrent Liabilities					
Notes payable	-	221,019	221,019	7,229,677	7,450,696
Due to primary government	-	-	-	2,075,714	2,075,714
Other noncurrent liabilities	-	-	-	538,839	538,839
Total Noncurrent Liabilities	-	221,019	221,019	9,844,230	10,065,249
Total Liabilities	507,728	324,997	832,725	10,754,549	11,587,274
NET POSITION					
Net investment in capital assets	4,639,829	577,955	5,217,784	4,558,682	9,776,466
Restricted	834,470	43,216	877,686	782,629	1,660,315
Unrestricted (deficit)	2,384,605	2,661,918	5,046,523	(2,461,097)	2,585,426
Total Net Position	7,858,904	3,283,089	11,141,993	2,880,214	14,022,207
TOTAL LIABILITIES AND NET POSITION	$ 8,366,632	$ 3,608,086	$ 11,974,718	$ 13,634,763	$ 25,609,481

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

Statement of Revenues, Expenses and Changes in Fund Net Position - Enterprise Funds

For the year ended June 30, 2019	General	Business Activities	Total Primary Government	Discretely Presented Component Units	Total
OPERATING REVENUES					
Dwelling rental	$ 911,192	$ 396,902	$ 1,308,094	$ 1,470,917	$ 2,779,011
Fee revenue	-	127,679	127,679	-	127,679
Other	112,367	211,729	324,096	27,691	351,787
Federal grants	2,426,653	-	2,426,653	-	2,426,653
Total Operating Revenues	3,450,212	736,310	4,186,522	1,498,608	5,685,130
OPERATING EXPENSES					
Administration	586,774	168,942	755,716	320,497	1,076,213
Tenant services	191,280	-	191,280	-	191,280
Utilities	338,562	110,537	449,099	184,763	633,862
Ordinary maintenance and repairs	740,009	236,864	976,873	298,453	1,275,326
General expenses	308,536	92,883	401,419	77,233	478,652
Housing assistance payments	508,846	-	508,846	-	508,846
Depreciation and amortization	470,998	39,953	510,951	479,466	990,417
Total Operating Expenses	3,145,005	649,179	3,794,184	1,360,412	5,154,596
OPERATING INCOME	305,207	87,131	392,338	138,196	530,534
NONOPERATING REVENUES (EXPENSES)					
Interest earnings	19,147	35,732	54,879	1,251	56,130
Interest expense	-	-	-	(461,574)	(461,574)
Total Nonoperating Revenues (Expenses)	19,147	35,732	54,879	(460,323)	(405,444)
NET INCOME (LOSS) BEFORE CONTRIBUTIONS	324,354	122,863	447,217	(322,127)	125,090
Capital contributions	86,812	-	86,812	227,350	314,162
CHANGE IN NET POSITION	411,166	122,863	534,029	(94,777)	439,252
TOTAL NET POSITION - BEGINNING	7,447,738	3,160,226	10,607,964	2,974,991	13,582,955
TOTAL NET POSITION - ENDING	$ 7,858,904	$ 3,283,089	$ 11,141,993	$ 2,880,214	$ 14,022,207

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

For the year ended June 30, 2019	General	Business Activities	Total Primary Government	Total Discretely Presented Component Units	Total
Cash Flows From Operating Activities					
Dwelling rent receipts	$ 878,373	$ 356,657	$ 1,235,030	$ 1,460,232	$ 2,695,262
Fee receipts (payments)	315,477	83,208	398,685	(93,463)	305,222
Other receipts	131,389	208,867	340,256	27,691	367,947
Payments to vendors	(1,919,049)	(424,661)	(2,343,710)	(644,006)	(2,987,716)
Payments to employees	(295,460)	(70,315)	(365,775)	(116,865)	(482,640)
Housing assistance payments	126,197	-	126,197	-	126,197
Federal grants	1,404,787	-	1,404,787	-	1,404,787
Net Cash Provided by Operating Activities	641,714	153,756	795,470	633,589	1,429,059
Cash Flows From Noncapital Financing Activities					
Net advances to other funds	27,412	(120,010)	(92,598)	-	(92,598)
Net Cash Provided (Used) by Noncapital Financing Activities	27,412	(120,010)	(92,598)	-	(92,598)
Cash Flows From Capital and Related Financing Activities					
Acquisition and construction of capital assets	(90,725)	-	(90,725)	-	(90,725)
Principal payment on capital debt	-	-	-	(340,296)	(340,296)
Interest paid on capital debt	-	-	-	(375,545)	(375,545)
Payment of advances to or from related parties	-	-	-	4,853	4,853
Contributed capital	147,080	-	147,080	227,350	374,430
Net Cash Provided (Used) by Capital and Related Financing Activities	56,355	-	56,355	(483,638)	(427,283)
Cash Flows From Investing Activities					
Investments earnings	18,228	35,734	53,962	1,251	55,213
Deposits to reserves	-	-	-	(78,435)	(78,435)
Withdrawals from replacement reserves	-	-	-	(168)	(168)
Net Cash Provided (Used) by Investing Activities	18,228	35,734	53,962	(77,352)	(23,390)
Net Increase in Cash and Cash Equivalents, Unrestricted	743,709	69,480	813,189	72,599	885,788
Cash and Cash Equivalents, Unrestricted, Beginning of Year	1,657,914	365,583	2,023,497	274,580	2,298,077
Cash and Cash Equivalents, Unrestricted, End of Year	$ 2,401,623	$ 435,063	$ 2,836,686	$ 347,179	$ 3,183,865

(CONTINUED)

For the year ended June 30, 2019	General	Business Activities	Total Primary Government	Total Discretely Presented Component Units	Total
Reconciliation of Operating Income to Net Cash Provided by Operating Activities					
Operating income	$ 305,207	$ 87,131	$ 392,338	$ 138,196	$ 530,534
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:					
Depreciation and amortization expense	470,998	39,953	510,951	479,466	990,417
Changes in assets and liabilities:				-	
(Increase) decrease in accounts receivable, net	(84,502)	(1,001)	(85,503)	17,085	(68,418)
(Increase) decrease in interfund receivables	59,755	-	59,755		59,755
(Increase) decrease in prepaid items	(15,791)	(2,494)	(18,285)	(5,693)	(23,978)
(Increase) decrease in tax & insurance escrow	-	-	-	7,818	7,818
Increase (decrease) in accounts payable	87,764	56,376	144,140	(2,260)	141,880
Increase (decrease) in accrued wages and taxes	(12,652)	(2,393)	(15,045)	-	(15,045)
Increase (decrease) in interfund payable	(33,644)	-	(33,644)	-	(33,644)
Increase (decrease) in unearned revenues	1,566	4,278	5,844	(23,309)	(17,465)
Increase (decrease) in due to other governments	(4,721)	-	(4,721)	-	(4,721)
Increase (decrease) in management fees payable	-	-	-	26,747	26,747
Increase (decrease) in accrued claims payable	(120,000)	-	(120,000)	-	(120,000)
Increase (decrease) in other current liabilities	6,862	-	6,862	-	6,862
Increase (decrease) in tenant security deposits	5,542	(6,750)	(1,208)	(4,461)	(5,669)
Increase (decrease) in compensated absences	(24,670)	(21,344)	(46,014)	-	(46,014)
Total Adjustments	336,507	66,625	403,132	495,393	898,525
Net Cash Provided by Operating Activities	$ 641,714	$ 153,756	$ 795,470	$ 633,589	$ 1,429,059

(CONCLUDED)

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

Combining Statement of Net Position – Discretely Presented Component Units

December 31, 2018		Eagle Pointe Development I Limited Partnership		Eagle Pointe Development II Limited Partnership		Eagle Pointe Development III Limited Partnership		Eagle Pointe Development IV Limited Partnership		Total Discretely Presented Component Units
ASSETS										
Current Assets										
Cash and cash equivalents	$	82,821	$	160,323	$	7,513	$	96,522	$	347,179
Investments										
Receivables (net of allowances for uncollectibles)		8,863		10,042		13,480		14,527		46,912
Prepaid expenses		13,855		14,779		18,473		15,087		62,194
Restricted Assets										
Cash and cash equivalents		283,357		135,484		194,832		214,349		828,022
Total Current Assets		388,896		320,628		234,298		340,485		1,284,307
Noncurrent Assets										
Capital assets										
Land		10,000		10,500		16,000		-		36,500
Buildings and equipment (net of accumulated depreciation)		2,076,093		2,828,053		3,265,440		3,936,266		12,105,852
Other assets		133,279		47,000		-		27,825		208,104
Total Noncurrent Assets		2,219,372		2,885,553		3,281,440		3,964,091		12,350,456
TOTAL ASSETS	$	2,608,268	$	3,206,181	$	3,515,738	$	4,304,576	$	13,634,763
LIABILITIES										
Current Liabilities										
Accounts payable	$	12,026	$	9,699	$	20,844	$	10,940	$	53,509
Due to primary government		16,488		10,622		311,438		4,650		343,198
Unearned revenues		4,793		4,998		7,067		10,149		27,007
Notes payable, *current portion*		22,046		30,291		52,766		248,890		353,993
Accrued interest payable		4,182		6,185		12,143		64,709		87,219
Current liabilities payable from restricted assets - tenant security deposits		9,997		11,093		13,054		11,249		45,393
Total Current Liabilities		69,532		72,888		417,312		350,587		910,319
Non Current Liabilities										
Notes payable, *long term portion*		1,021,690		1,183,645		2,244,882		2,779,460		7,229,677
Due to primary government		397,697		300,291		926,506		451,220		2,075,714
Other non current liabilities		290,732		-		248,107		-		538,839
Total Non Current Liabilities		1,710,119		1,483,936		3,419,495		3,230,680		9,844,230
Total Liabilities		1,779,651		1,556,824		3,836,807		3,581,267		10,754,549
NET POSITION										
Net investment in capital assets		1,042,357		1,624,617		983,792		907,916		4,558,682
Restricted		273,360		124,391		181,778		203,100		782,629
Unrestricted (deficit)		(487,100)		(99,651)		(1,486,639)		(387,707)		(2,461,097)
Total Net Position		828,617		1,649,357		(321,069)		723,309		2,880,214
TOTAL LIABILITIES AND NET POSITION	$	2,608,268	$	3,206,181	$	3,515,738	$	4,304,576	$	13,634,763

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

Combining Statement of Revenues, Expenses and Changes in Fund Net Position – Discretely Presented Component Units

For the year ended December 31, 2018	Eagle Pointe Development I Limited Partnership	Eagle Pointe Development II Limited Partnership	Eagle Pointe Development III Limited Partnership	Eagle Pointe Development IV Limited Partnership	Total Discretely Presented Component Units
OPERATING REVENUES					
Dwelling rental	$ 299,481	$ 382,082	$ 450,095	$ 339,259	$ 1,470,917
Other	5,600	12,258	10,321	(488)	27,691
Total Operating Revenues	305,081	394,340	460,416	338,771	1,498,608
OPERATING EXPENSES					
Administration	59,363	83,755	87,711	89,668	320,497
Utilities	38,721	40,405	79,217	26,420	184,763
Ordinary maintenance and repairs	90,846	50,109	110,511	46,987	298,453
General expenses	17,205	18,352	22,941	18,735	77,233
Depreciation and amortization	84,518	112,530	122,215	160,203	479,466
Total Operating Expenses	290,653	305,151	422,595	342,013	1,360,412
OPERATING INCOME (LOSS)	14,428	89,189	37,821	(3,242)	138,196
NONOPERATING REVENUES (EXPENSES)					
Interest earnings	523	225	151	352	1,251
Interest expense	(81,865)	(96,057)	(179,070)	(104,582)	(461,574)
Total Nonoperating Revenues (Expenses)	(81,342)	(95,832)	(178,919)	(104,230)	(460,323)
NET INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	(66,914)	(6,643)	(141,098)	(107,472)	(322,127)
Capital contributions	-	-	-	227,350	227,350
CHANGE IN NET POSITION	(66,914)	(6,643)	(141,098)	119,878	(94,777)
TOTAL NET POSITION - BEGINNING	895,531	1,656,000	(179,971)	603,431	2,974,991
TOTAL NET POSITION - ENDING	$ 828,617	$ 1,649,357	$ (321,069)	$ 723,309	$ 2,880,214

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

Combining Statement of Cash Flows – Discretely Presented Component Units

For the year ended December 31, 2018	Eagle Pointe Development I Limited Partnership	Eagle Pointe Development II Limited Partnership	Eagle Pointe Development III Limited Partnership	Eagle Pointe Development IV Limited Partnership	Total Discretely Presented Component Units
Cash Flows From Operating Activities					
Dwelling rent receipts	$ 296,863	$ 371,102	$ 457,519	$ 334,748	$ 1,460,232
Fee receipts (payments)	(18,108)	(42,758)	(5,859)	(26,738)	(93,463)
Other receipts	5,600	12,258	10,321	(488)	27,691
Payments to vendors	(162,602)	(121,229)	(226,112)	(134,063)	(644,006)
Payments to employees	(27,889)	(30,424)	(38,029)	(20,523)	(116,865)
Net Cash Provided by Operating Activities	93,864	188,949	197,840	152,936	633,589
Cash Flows From Capital and Related Financing Activities					
Principal payments on capital debt	(19,804)	(27,052)	(47,052)	(246,388)	(340,296)
Interest payments on capital debt	(50,046)	(89,112)	(146,946)	(89,441)	(375,545)
Payment of advances to or from related parties	(1,852)	(2,022)	8,727	-	4,853
Contributed capital	-	-	-	227,350	227,350
Net Cash Used by Capital and Related Financing Activities	(71,702)	(118,186)	(185,271)	(108,479)	(483,638)
Cash Flows From Investing Activities					
Investments earnings	523	225	151	352	1,251
Deposits to reserves	(20,610)	(19,713)	(24,737)	(13,375)	(78,435)
Withdrawals from replacement reserves	-	-	-	(168)	(168)
Net Cash Used by Investing Activities	(20,087)	(19,488)	(24,586)	(13,191)	(77,352)
Net Increase in Cash and Cash Equivalents, Unrestricted	2,075	51,275	(12,017)	31,266	72,599
Cash and Cash Equivalents, Unrestricted, Beginning of Year	80,746	109,048	19,530	65,256	274,580
Cash and Cash Equivalents, Unrestricted, End of Year	$ 82,821	$ 160,323	$ 7,513	$ 96,522	$ 347,179
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities					
Operating income (loss)	$ 14,428	$ 89,189	$ 37,821	$ (3,242)	$ 138,196
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities					
Depreciation and amortization expense	84,518	112,530	122,215	160,203	479,466
Changes in assets and liabilities:					
(Increase) decrease in accounts receivable, net	1,002	5,854	17,877	(7,648)	17,085
(Increase) decrease in prepaid items	(1,268)	(1,353)	(1,691)	(1,381)	(5,693)
(Increase) decrease in tax & insurance escrow	1,754	1,905	2,928	1,231	7,818
Increase (decrease) in accounts payable	259	2,081	(2,412)	(2,188)	(2,260)
Increase (decrease) in unearned revenues	(3,005)	(16,194)	(7,498)	3,388	(23,309)
Increase (decrease) in management fees payable	(3,209)	(4,423)	31,555	2,824	26,747
Increase (decrease) in tenant security deposits	(615)	(640)	(2,955)	(251)	(4,461)
Total Adjustments	79,436	99,760	160,019	156,178	495,393
Net Cash Provided by Operating Activities	$ 93,864	$ 188,949	$ 197,840	$ 152,936	$ 633,589

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

Notes to Financial Statements

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. REPORTING ENTITY

The Housing Authority of the City of Bossier City, Louisiana (the "Housing Authority") was chartered as a public corporation for the purpose of providing safe and sanitary housing, as authorized by Louisiana Revised Statute 40:391. The Housing Authority is governed by a five-member board of commissioners, who are appointed by the Honorable Mayor of the City of Bossier City, Louisiana ("the City"). The members of the Board of Commissioners serve staggered five-year terms without benefit of compensation.

The Housing Authority has the following residential rental units:

	Number of Units
PHA Owned Housing	437
Non HUD Programs	
Riverwood	73

Governmental Accounting Standards Board ("GASB") Statements establish 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 of the City of Bossier City, Louisiana, 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 defined by GASB Statements, fiscally independent means that the Housing Authority may, without approval or consent of another governmental entity, determine or modify its own budget, set rates or charges, and issue bonded debt.

GASB Statements define a related organization as an organization for which a primary government is accountable because that government appoints a voting majority of the board, but is not financially accountable. According to this definition, the Housing Authority is a related organization of the City of Bossier City, Louisiana since the City appoints a voting majority of the Housing Authority's governing board. The City 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 City of Bossier City, Louisiana. Accordingly, the Housing Authority is not a component unit of the financial reporting entity of the City of Bossier City, Louisiana.

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 criterion for including a potential component unit within the reporting entity is financial accountability, which includes:

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

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 which are fiscally dependent on the government and there is a potential for the organization to provide specific benefits to, or impose specific burdens on the primary government regardless of whether the organization has:
   a. A separately elected governing board
   b. A governing board appointed by a higher level of government or
   c. A jointly appointed board

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 the following component units should be considered as part of the Housing Authority reporting unit:

Bossier Housing Corporation, Inc.
Bossier Affordable Housing, LLC
Bossier Yard Builders, LLC
Eagle Pointe Development I Limited Partnership (Eagle Pointe I)
Eagle Pointe Development II Limited Partnership (Eagle Pointe II)
Eagle Pointe Development III Limited Partnership (Eagle Pointe III)
Eagle Pointe Development IV Limited Partnership (Eagle Pointe IV)
Eagle Pointe Development V Limited Partnership (Eagle Pointe V)
Eagle Pointe Development VI Limited Partnership (Eagle Pointe VI)
Eagle Pointe Development VII Limited Partnership (Eagle Pointe VII)
Eagle Pointe Development VIII Limited Partnership (Eagle Pointe VIII)

These entities are legally separate entities. The Managing General Partner of each partnership and the Managing Member of each limited liability company is Bossier Housing Corporation, Inc., a not-for-profit corporation. The Board of Directors of Bossier Housing Corporation, Inc. consists entirely of the Board of Commissioners of the Housing Authority, which provides the Housing Authority with a voting majority of the governing bodies of each of the Eagle Pointe partnerships and limited liability companies. In addition, there is the potential for each of the Eagle Pointe partnerships to impose a financial burden on the Housing Authority. Based on the above, Bossier Housing Corporation, Inc., Bossier Affordable Housing, LLC, Bossier Yard Builders, LLC, and each of the Eagle Pointe partnerships are considered to be component units of the Housing Authority.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The governing body of the Housing Authority is considered to have complete control over Bossier Housing Corporation, Inc., Bossier Affordable Housing, LLC, Bossier Yard Builders, LLC and Eagle Pointe V, VI, VII, and VIII but not complete control over Eagle Pointe I, II, III, and IV. As a result, Bossier Housing Corporation, Inc., Bossier Affordable Housing, LLC, Bossier Yard Builders, LLC and Eagle Pointe V, VI, VII, and VIII are included in the Housing Authority's financial statements as blended entities, and Eagle Pointe I, II, III, and IV are included in the Housing Authority's financial statements through discrete presentation. The financial position and changes in net position of Eagle Pointe I, Eagle Pointe II, Eagle Pointe III, and Eagle Pointe IV are presented as of and for the year ended December 31, 2018.

The separate financial statements of Eagle Pointe Development I Limited Partnership, Eagle Pointe Development II Limited Partnership, Eagle Pointe Development III Limited Partnership and Eagle Pointe Development IV Limited Partnership can be obtained from the Housing Authority of the City of Bossier City, Louisiana, 805 East First Street, Bossier City, LA 71111. Bossier Housing Corporation, Inc., Bossier Affordable Housing, LLC, Bossier Yard Builders, LLC, Eagle Pointe Development V Limited Partnership, Eagle Pointe Development VI Limited Partnership, Eagle Pointe Development VII Limited Partnership, and Eagle Pointe Development VIII Limited Partnership do not issue separate financial statements.

B. BASIS OF PRESENTATION AND FUNDS

The accounts of the Housing Authority are organized and operated on a fund basis whereby a self-balancing set of accounts, which comprise the Housing Authority's assets, liabilities, deferred outflows/inflows of resources, net position, revenues, and expenses, is maintained. 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 is maintained consistent with legal and managerial requirements.

All funds of the Housing Authority are classified as proprietary. Proprietary funds account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Proprietary funds differ from governmental funds in that their focus is on income measurement, which together with the maintenance of equity is an important financial indicator. The general fund accounts for the transactions of the public housing low rent program, capital funds program, tenant assistance program, and central office cost center. The other fund reported by the Housing Authority is Business Activities, which is comprised of Riverwood Apartments, a market rate multi-family complex acquired by the Housing Authority from the United States Department of Housing and Urban Development in September 1995, and the Housing Authority's non-public affordable housing ventures and the blended component units.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The Housing Authority's principal operating revenues include HUD operating grants and subsidies, tenant dwelling rents, charges, and other revenues paid by the tenants of the Housing Authority's projects. Operating expenses include administrative expenses, tenant services, utilities, repairs and maintenance expenses, protective services, general expenses, housing assistance payments and depreciation and amortization on capital assets. All revenues and expenses not meeting this definition and not classified as operating revenues or expenses, including specific federal program revenues, are presented as nonoperating revenues, capital contributions or nonoperating expenses depending on the purpose of the revenue or expense.

The accompanying basic financial statements of the Housing Authority have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement No. 34, *Basic Financial Statements-and Management's Discussion and Analysis—for State and Local Governments* (the Statement).

C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Basis of accounting refers to when revenues and expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. The proprietary funds are accounted for on the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recognized when they are earned, and expenses are recognized when they are incurred. With this measurement focus, all assets, liabilities, and deferred outflows/inflows of resources of the proprietary funds are included on the balance sheet.

D. BUDGET PRACTICES

The Housing Authority adopted budgets for all funds. Budgets for the Capital Funds Programs are multiple-year budgets.

Budgets are approved by the Board of Commissioners and, in certain instances, by HUD. Such budgets are controlled by fund at the function level. Budgetary amendments require approval of the Board of Commissioners and, in certain instances, HUD; however, the Executive Director is authorized to transfer amounts between line items within the low rent program provided such transfer does not change the total of any function. Monthly budget reports are reviewed to ensure compliance with the budget, and where necessary, revisions to the budget are made. Appropriations lapse at year-end and must be reappropriated for the following year to be expended.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

Formal budgetary integration is employed as a management control device during the year.

E. CASH AND CASH EQUIVALENTS
Cash and cash equivalents include amounts in demand deposits (including interest-bearing), time deposits and other financial instruments having an original maturity of ninety days or less, and cash with the fiscal agent.

F. INVESTMENTS
Investments are limited by LSA-RS 33:2955 and the Housing Authority's investment policy. Financial instruments having original maturities exceeding ninety days are classified as investments; however, if the original maturities are ninety days or less, they are classified as cash equivalents. Investments are reported at either fair value or amortized cost.

GASB Statement No. 72, establishes a hierarchy of inputs to valuation techniques used to measure fair value. The Housing Authority measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles using a market approach technique. These guidelines recognize a three-tiered fair value hierarchy, as follows:

Level 1 - Investments reflect prices quoted in active markets.

Level 2 - Investments reflect prices that are based on a similar observable asset either directly or indirectly, which may include inputs in markets that are not considered to be active.

Level 3 - Investments reflect prices based upon unobservable sources.

As of June 30, 2019, the Housing Authority's investments were invested with LAMP, which is not categorized by fair value level. See Note 2.

G. BAD DEBTS
Uncollectible amounts due from tenants are recognized as bad debts through the establishment of an allowance account at the time information becomes available which would indicate that the amount of the particular receivable is uncollectible.

H. INTERNAL BALANCES
During the course of operations, numerous transactions occur between individual funds and programs for services rendered or for reimbursement of costs paid by one fund or program on behalf of another fund or program. Generally, these receivables and payables are eliminated at the primary government level in the balance sheet.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

I. PREPAID EXPENSES
Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid expenses.

J. TENANTS' REFUNDABLE SECURITY DEPOSITS
The Housing Authority requires tenants to place a deposit before moving into a unit. These deposits are considered restricted and are held until the tenant moves out.

K. CAPITAL ASSETS
Capital assets of the Housing Authority are included on the balance sheet of the enterprise fund and are recorded at actual cost. The capitalization threshold is $1,000. Depreciation of all exhaustible fixed assets is charged as an expense against operations. Depreciation is computed using the straight-line method over estimated useful lives as shown:

Buildings	40 years
Building and site improvements	15 years
Furniture and fixtures	5-10 years
Equipment	3-10 years

L. VACATION AND SICK LEAVE
The Housing Authority follows Louisiana Civil Service regulations for accumulated annual leave, compensatory time, and sick leave. Employees may accumulate up to three hundred hours (300) of annual leave and three hundred sixty hours (360) of compensatory time which may be received upon termination or retirement. Sick leave hours accumulate, but the employee is not paid for them if not used by the employee's retirement or termination date.

M. RESTRICTED NET POSITION
Net position is reported as restricted when constraints placed on net asset use are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

N. RISK MANAGEMENT
The Housing Authority is exposed to various risk of loss related to torts; theft of, damage to, and destruction of assets; and injuries to employees. To handle such risk of loss, the Housing Authority maintains commercial insurance policies covering property, employee liability, and public official's liability. No claims were paid on any of the policies during the past three years which exceeded the policies' coverage amounts. There were no significant reductions in insurance coverage during the year ended June 30, 2019.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

O. USE OF ESTIMATES

The preparation of financial statements in conformity with U.S. generally accepted accounting principles 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 and expenses during the reporting period. Actual amounts could differ from those estimates.

P. FUTURE ACCOUNTING AND REPORTING PRONOUNCEMENTS

The Governmental Accounting Standards Board has issued several pronouncements that have effective dates that may impact future presentations. The Housing Authority is currently evaluating the potential impacts of the following GASB statements on its accounting practices and financial statements.

- GASB Statement No. 87, *Leases.*
- GASB Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period.*
- GASB Statement No. 90, *Majority Equity Interest.*

Q. MANAGEMENT'S REVIEW

The Housing Authority has evaluated subsequent events through December 31, 2019, the date which financial statements were available to be issued, concluding there were no events requiring disclosure

NOTE 2: DEPOSITS AND INVESTMENTS

Under state law, the Housing Authority may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States. The Housing Authority may invest in certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana.

Deposits are stated at cost, which approximates fair value. Under state law, these deposits, or the resulting bank balances, must be secured by federal deposit insurance or the pledge of securities. The fair value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent.

NOTE 2: DEPOSITS AND INVESTMENTS (Continued)

At June 30, 2019, the Housing Authority's carrying amount of deposits was $3,791,043, which includes the following:

Cash and cash equivalents - unrestricted	$ 2,836,686
Cash and cash equivalents - restricted	159,804
Restricted investments in replacement reserve	794,553
Total	$ 3,791,043

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The government does not have a deposit policy for custodial credit risk. As of June 30, 2019, the Housing Authority's bank (deposit) balance totaled $3,801,265, none of which is exposed to custodial credit risk.

At June 30, 2019, the Housing Authority held investments of $794,553 in the Louisiana Asset Management Pool, Inc. (LAMP). LAMP is a non-profit corporation formed by an initiative of the State Treasurer and organized under the laws of the State of Louisiana for the purpose of operating a local government investment pool. Only local government entities having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest. LAMP is an investment pool that, to the extent practical, invests in a manner consistent with GASB Statement No. 79. The following facts are relevant for investment pools:

Credit risk: LAMP is rated AAAm by Standard & Poor's.

Custodial credit risk: LAMP participants' investments in the pool are evidenced by shares of the pool. Investments in pools should be disclosed, but not categorized because they are not evidenced by securities that exist in physical or book-entry form. The public entity's investment is with the pool, not the securities that make up the pool; therefore, no disclosure is required.

Concentration of credit risk: Pooled investments are excluded from the 5 percent disclosure requirement.

Interest rate risk: LAMP is designed to be highly liquid to give its participants immediate access to their account balances. LAMP prepares its own interest rate risk disclosure using the weighted average maturity (WAM) method. The WAM of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days or 762 days for U.S. Government floating/variable rate investments.

Foreign currency risk: Not applicable.

NOTE 2: DEPOSITS AND INVESTMENTS (Continued)

The investments in LAMP are stated at fair value. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the value of the pool shares.

LAMP is subject to the regulatory oversight of the State Treasurer and its board of directors. LAMP is not registered with the SEC as an investment company.

The carrying amount of the deposits for Eagle Pointe Development I Limited Partnership, Eagle Pointe Development II Limited Partnership, Eagle Pointe Development III Limited Partnership and Eagle Pointe Development IV Limited Partnership, the Housing Authority's discretely presented component units, were $366,178; $295,807; $202,345; and $310,871, respectively. At December 31, 2018, Eagle Pointe Development I, II and IV Limited Partnerships had $116,178, $45,807 and $60,871, respectively, in excess of federally insured limits. The other entity's deposits were fully insured.

NOTE 3: RESTRICTED ASSETS

Restricted assets at June 30, 2019, are as follows:

General:		
Cash and cash equivalent - tenants' deposits	$	103,138
Investments – replacement reserve		794,553
Business activities:		
Cash and cash equivalents - tenants' deposits		56,666
Total restricted assets	$	954,357

Restricted assets at December 31, 2018, for the discretely presented component units are as follows:

Component units:		
Tenant security deposits	$	75,343
Operating reserves		287,061
Real estate tax and insurance escrow		1,549
Replacement reserves		464,069
Total restricted assets	$	828,022

NOTE 4: RECEIVABLES

The following is a summary of receivables, net of allowance for doubtful accounts, at June 30, 2019:

	General	Business Activities	Total
Tenants - rents and other charges	$ 15,867	$ 24,088	$ 39,955
Federal grant programs	237,382	-	237,382
Subtotal	253,249	24,088	277,337
Less allowance for doubtful accounts	(7,168)	(15,433)	(22,601)
Total	$ 246,081	$ 8,655	$ 254,736

Eagle Pointe Development I Limited Partnership, Eagle Pointe Development II Limited Partnership, Eagle Pointe Development III Limited Partnership and Eagle Pointe Development IV Limited Partnership accounts receivable, net of allowance consisted of tenant rents and other charges totaling $8,863, $10,042, $13,480, and $14,527, respectively.

NOTE 5: CAPITAL ASSETS

The following presents the changes in capital assets:

Primary Government

	Balance at July 1, 2018	Additions	Deletions	Balance at June 30, 2019
Nondepreciable assets:				
Land	$ 786,511	$ -	$ -	$ 786,511
Construction in progress	-	3,926	-	3,926
Depreciable assets:				
Buildings and improvements	26,464,110	86,799	-	26,550,909
Furniture and equipment	799,885	-	(414,745)	385,140
Total	28,050,506	90,725	(414,745)	27,726,486
Less accumulated depreciation:				
Buildings and improvements	21,644,357	-	-	21,644,357
Furniture and equipment	768,139	510,951	(414,745)	864,345
Total accumulated depreciation	22,412,496	510,951	(414,745)	22,508,702
Net capital assets	$ 5,638,010	$ (420,226)	$ -	$ 5,217,784

NOTE 5: CAPITAL ASSETS (Continued)

Discretely Presented Component Units

	Balance at January 1, 2018	Additions	Deletions	Balance at December 31, 2018
Nondepreciable assets:				
Land	$ 36,500	$ -	$ -	$ 36,500
Depreciable assets:				
Buildings and improvements	17,102,890	-	-	17,102,890
Furniture and equipment	735,577	-	-	735,577
Total	17,874,967	-	-	17,874,967
Less accumulated depreciation	5,256,857	475,758	-	5,732,615
Net capital assets	$ 12,618,110	$ (475,758)	$ -	$ 12,142,352

NOTE 6: ACCOUNTS PAYABLE

Accounts payable at June 30, 2019, consisted of trade payables in the amount of $290,337 for the Housing Authority. Accounts payable at December 31, 2018, consisted of trade payables in the amount of $53,509 for the discretely presented component units.

NOTE 7: RETIREMENT SYSTEM

The employees of the Housing Authority of the City of Bossier City, Louisiana participate in the Housing-Renewal and Local Agency Retirement Plan (the Plan), which is a defined contribution plan. Through this plan, the Housing Authority provides pension benefits for all of its full-time employees. In a defined contribution plan, benefits depend solely on amounts contributed to the Plan plus investment earnings. All regular, full-time employees are eligible to participate in the Plan on the first day of the month following completion of six months of continuous uninterrupted employment. Each participant in the Plan is required to make a monthly contribution equal to 6.0% of his basic compensation. The Housing Authority makes a monthly contribution equal to 8.5% of each participant's basic compensation. Employees are considered fully vested in the Plan after five years of continuous participation. Effective March 2, 2019, employees of the Housing Authority transferred employment to the Housing Authority of the City of Shreveport.

For the year ended June 30, 2019, employee contributions to the Plan totaled $11,169, and the Housing Authority's contributions to the Plan totaled $7,246. At June 30, 2019, the Housing Authority's liability to the Plan was $0.

NOTE 8: COMPENSATED ABSENCES

As of March 1, 2019, employees of the Housing Authority had accumulated and vested $41,281 of employee leave benefits, computed in accordance with GASB Codification C60. These amounts were recorded as liabilities within the fund from which payment would be made. Effective March 2, 2019, employees of the Housing Authority were transferred to the Housing Authority of the City of Shreveport, and the related compensated absences liability was transferred to the Housing Authority of the City of Shreveport.

NOTE 9: NOTES PAYABLE

Housing Authority

Note Payable – Chase Bank USA, N.A. - On April 13, 2011, the Housing Authority entered into a loan agreement with Chase Bank USA, N.A. in the amount of $250,000. The loan serves as a permanent source of funding for Eagle Pointe Development IV Limited Partnership for development of the property. The loan is noninterest bearing and is collateralized by a mortgage on the property of Eagle Pointe Development IV Limited Partnership. The loan matures at the end of the Retention Period (the period commencing on the date of completion of the project as determined by the Federal Home Loan Bank (FHLB) and ending fifteen years after the same date) or April 13, 2026, at which time all unpaid principal shall be due and payable. The principal balance due at June 30, 2019, totaled $221,019.

Component Units

Eagle Pointe Development I Limited Partnership

First Mortgage - Construction financing was acquired through Home Federal Bank (formerly Home Federal Savings and Loan Association of Shreveport) at an annual interest rate of 7.375%. The construction loan matured on July 1, 2004. At such time Home Federal Bank loaned $842,818 to Eagle Pointe I for the purpose of paying the balance due on the construction loan. Under the terms of the loan, Eagle Pointe I will make monthly principal and interest payments of $5,821 (7.375% per annum) until December 31, 2023, at which time the note matures and all unpaid balances on the note are due and payable. The balance due as of December 31, 2018, was $658,214 and accrued interest was $4,182. Debt issuance costs, net of accumulated amortization, of $14,395 as of December 31, 2018, are amortized using an imputed interest rate of 2.63%. The Home Federal Bank loan is nonrecourse debt and is collateralized primarily by a first mortgage on Eagle Pointe I's land and buildings and an assignment of all rents and leases of Eagle Pointe I.

Second Mortgage - The Louisiana Housing Corporation (LHC), formerly the Louisiana Housing Finance Agency, committed loan proceeds of $510,000 to Eagle Pointe I, of which the partnership received $399,916. The loan bears interest at a rate of 5.34%, which accrues on the outstanding principal. Amortization of the note and payment of accrued interest will not begin until the earlier of, the first mortgage with Home Federal Bank is paid in full or April 1, 2023, (commencement of amortization) at which time, the note will be payable in monthly principal and interest installments. In addition to the monthly installment, the accrued interest from inception of the note through commencement of amortization will be payable in equal monthly installments through April 1, 2037, which is the date all unpaid sums under the note are due and payable.

NOTE 9: NOTES PAYABLE (Continued)

The loan also details that payments shall be made only out of and to the extent of the cash flow of Eagle Pointe I after payment of all operating expenses approved by the LHC. As a condition to obtaining this financing, Eagle Pointe I has entered into a regulatory agreement with LHC. Rentals to tenants of low income and restrictions of rents charged are two major conditions of the regulatory agreement. Should the LHC issue a written notice to Eagle Pointe I of an instance of noncompliance with the regulatory agreement, Eagle Pointe I has thirty days from the issuance of such notice to correct the noncompliance. Should the noncompliance not be corrected within the thirty days, LHC has the authority to declare the entire amount of mortgage immediately due and payable. As of December 31, 2018, the balance of the loan was $399,916 and accrued interest amounted to $290,732.

Third Mortgage - Eagle Pointe Development I Limited Partnership entered into a loan agreement with the Housing Authority of the City of Bossier City, Louisiana on November 5, 2003, in the amount of $175,000. The loan bears interest at a rate of 5.00%, which accrues on the outstanding principal. Amortization of the note and payment of accrued interest shall be made only after payment of all of Eagle Pointe I's operating expenses, the funding of adequate reserves, and the payment of any payments due or outstanding under any Construction or Permanent Financing from an institutional lender and as set forth in Eagle Pointe I's Limited Partnership Agreement. The entire balance of principal and all accrued and unpaid interest shall be due and payable on December 31, 2043. The note payable is reported in the balance sheet in noncurrent liabilities in due to primary government. As of December 31, 2018, the balance of the loan was $175,000 and accrued interest amounted to $131,113.

Maturities of Long-Term Debt
Aggregate maturities of long-term debt for the next five years and thereafter are as follows:

Year Ending December 31,	Amount
2019	$ 22,046
2020	23,728
2021	25,538
2022	27,486
2023	29,583
Thereafter	1,104,750
Total	$ 1,233,131

NOTE 9: NOTES PAYABLE (Continued)

Eagle Pointe Development II Limited Partnership

First Mortgage - Construction financing for the development of the project was acquired through JP Morgan Chase Bank, N.A. of Houston, Texas in the principal sum of up to $1,500,000. Interest on the construction loan will be computed using the adjusted LIBOR Rate which shall mean a per annum rate equal to this rate plus 2.50%. During February 2008, the Partnership paid off the construction loan using the second installment of equity received from the Investor Limited Partner as well as permanent financing obtained through Home Federal Bank in the amount of $1,455,000. Under the terms of the loan, the Partnership will make monthly principal and interest payments of $9,680 (7.0% per annum) until February 1, 2026, at which time the note matures and all unpaid balances on the note are due and payable. The balance due as of December 31, 2018, was $1,240,435 and accrued interest was $6,185. Debt issuance costs, net of accumulated amortization, of $26,499 as of December 31, 2018, are amortized using an imputed interest rate of 2.06%. The Home Federal Bank loan is non-recourse debt and is collateralized primarily by a first mortgage on the Partnership's land and buildings and an assignment of all rents and leases of the Partnership.

Second Mortgage - Eagle Pointe Development II Limited Partnership entered into a loan agreement with the Housing Authority of the City of Bossier City, Louisiana on January 10, 2007, in the amount of $264,000. The loan bears interest at the Applicable Federal Rate, which accrues on the outstanding principal. Amortization of the note and payment of accrued interest shall be made only after payment of all of Eagle Pointe II's operating expenses, the funding of adequate reserves, and the payment of any payments due or outstanding under any construction or permanent financing from an institutional lender and as set forth in Eagle Pointe II's Limited Partnership Agreement. The entire balance of principal and all accrued and unpaid interest shall be due and payable on December 31, 2046. As of December 31, 2018, the outstanding principal balance on the loan was $252,548, and accrued interest amounted to $47,743, included in noncurrent liabilities in due to primary government.

Maturities of Long-Term Debt
Aggregate maturities of long-term debt for the next five years and thereafter are as follows:

Year Ending December 31,	Amount
2019	$ 30,291
2020	32,481
2021	34,829
2022	37,346
2023	40,046
Thereafter	1,317,990
Total	$ 1,492,983

NOTE 9: NOTES PAYABLE (Continued)

Eagle Pointe Development III Limited Partnership

First Mortgage - Construction financing for the development of the project was acquired through JP Morgan Chase Bank, N.A. of Houston, Texas in the principal sum of up to $3,118,643. Interest on the construction loan will be computed using the adjusted LIBOR Rate which shall mean a per annum rate equal to this rate plus 2.50%. During February 2006, the construction loan had an outstanding balance of $3,044,442. At such time Eagle Pointe III paid off the construction loan using the second installment of equity received from the Investor Limited Partner as well as permanent financing obtained through Home Federal Bank in the amount of $2,312,083. Under the terms of the loan, Eagle Pointe III will make monthly principal and interest payments of $16,166 (7.50% per annum) until March 31, 2036, at which time the note matures and all unpaid balances on the note are due and payable. The balance due as of December 31, 2018, was $1,906,937 and accrued interest was $12,143. Debt issuance costs, net of accumulated amortization, of $29,574 as of December 31, 2018, are amortized using an imputed interest rate of 1.67%. The Home Federal Bank loan is non-recourse debt and is collateralized primarily by a first mortgage on Eagle Pointe III's land and buildings and an assignment of all rents and leases of Eagle Pointe III.

Second Mortgage - The Louisiana Housing Corporation (LHC), formerly Louisiana Housing Finance Agency, has committed loan proceeds of $422,785 to Eagle Pointe III. Of this amount, Eagle Pointe III has received $420,285. The loan bears interest at a rate of 4.68%, which accrues on the outstanding principal. Amortization of the note and payment of accrued interest will not begin until the earlier of, the first mortgage with Home Federal Bank is paid in full or April 1, 2037, (commencement of amortization) at which time, the note will be payable in monthly principal and interest installments. In addition to the monthly installment, the accrued interest from inception of the note through commencement of amortization will be payable in equal monthly installments through April 1, 2051, which is the date all unpaid sums under the note are due and payable. The loan also details that payments shall be made only out of and to the extent of the cash flow of Eagle Pointe III after payment of all operating expenses approved by the LHC. As a condition to obtaining this financing, the partnership has entered into a regulatory agreement with LHC. Rentals to tenants of low income and restrictions of rents charged are two major conditions of the regulatory agreement. Should the LHC issue a written notice to the partnership of an instance of noncompliance with the regulatory agreement, Eagle Pointe III has thirty days from the issuance of such notice to correct the noncompliance. Should the noncompliance not be corrected within the thirty days, LHC has the authority to declare the entire amount of mortgage immediately due and payable. The balance due as of December 31, 2018, was $420,285, and accrued interest amounted to $248,107.

NOTE 9: NOTES PAYABLE (Continued)

Third Mortgage - Eagle Pointe Development III Limited Partnership entered into a loan agreement with the Housing Authority of the City of Bossier City, Louisiana on December 17, 2004, in the amount of $190,000. The loan bears interest at a rate of 5.00%, which accrues on the outstanding principal. Amortization of the note and payment of accrued interest shall be made only after payment of all Borrowers' operating expenses and the funding of adequate reserves, and the payment of any payments due or outstanding under any construction or permanent financing from an institutional lender and as set forth in the Partnership Agreement. The entire balance of principal and all accrued and unpaid interest shall be due and payable on December 31, 2044. The balance due as of December 31, 2018, was $190,000, and accrued interest amounted to $131,417, included in noncurrent liabilities due to primary government.

Fourth Mortgage - Eagle Pointe Development III Limited Partnership entered into a loan agreement with the Housing Authority of the City of Bossier City, Louisiana on December 17, 2004, in the amount of $412,785. The loan bears interest at the Applicable Federal Rate which accrues on the outstanding principal. Amortization of the note and payment of accrued interest shall be made only after payment of all Borrowers' operating expenses and the funding of adequate reserves, and the payment of any payments due or outstanding under any construction or permanent financing from an institutional lender and as set forth in the Partnership Agreement. The entire balance of principal and all accrued and unpaid interest shall be due and payable on December 31, 2044. The balance due as of December 31, 2018, was $8,291, and the amount of accrued interest payable was $1,372, included in noncurrent liabilities due to primary government.

Maturities of Long-Term Debt
Aggregate maturities of long-term debt for the next five years and thereafter are as follows:

Year Ending December 31,	Amount
2019	$ 52,766
2020	56,863
2021	61,277
2022	66,034
2023	71,160
Thereafter	2,217,413
Total	$ 2,525,513

NOTE 9: NOTES PAYABLE (Continued)

Eagle Pointe Development IV Limited Partnership

First Mortgage - Permanent financing was provided by Ouachita Independent Bank as a fifteen year mortgage with a thirty year amortization period in the original amount of $1,345,000. The loan bears interest at 6.918% with a monthly principal and interest installment of $8,963 with one final irregular payment of $999,338 in 2028. The nonrecourse note is collateralized by a first mortgage on the partnership's land and buildings. During 2018, the Partnership paid $19,354 in principal and $88,204 in interest. At December 31, 2018, the balance of this loan was $1,266,046 and accrued interest was $6,464. Debt issuance costs, net of accumulated amortization, of $63,867 as of December 31, 2018, are amortized using an imputed interest rate of 3.69%.

Note Payable - 1602 Loan - The Partnership obtained an interest-free U.S. Treasury 1602 Exchange Program Loan (the 1602 Loan) for an amount not to exceed $3,424,072 issued through the Louisiana Housing Corporation for the rehabilitation of the project. At the end of each year during the Compliance Period and so long as no Recapture Event has occurred, the principal amount of this 1602 Loan shall be reduced by 1/15th of the unpaid principal balance as of the first day of the Compliance Period. During the year ended December 31, 2018, the principal was reduced by $228,271 and included as other income in the financial statements. At December 31, 2018, the balance of this loan was $1,826,171.

Note Payable - HABC (AHP Loan) - The Partnership has a note with the Housing Authority of the City of Bossier City, Louisiana in the principal amount of $250,000 bearing interest at a rate equal to 4.5% per annum. Interest on the AHP loan shall begin accruing on the date of the first disbursement of funds and compounded semi-annually on the last day of June and December each year. Interest and principal shall be deferred and shall be due and payable as the income and cash flow permits, as set forth in the Second Amended and Restated Limited Partnership Agreement. The entire balance of principal and all accrued and unpaid interest shall be due and payable on April 13, 2027. At December 31, 2018, the balance of this loan was $250,000 and accrued interest was $58,245, included in noncurrent liabilities due to primary government.

Maturities of Long-Term Debt
Aggregate maturities of long-term debt for the next five years and thereafter are as follows:

Year Ending December 31,	Amount
2019	$ 248,890
2020	250,363
2021	251,941
2022	253,631
2023	255,442
Thereafter	2,081,950
Total	$ 3,342,217

NOTE 9: NOTES PAYABLE (Continued)

LONG-TERM OBLIGATIONS

Long-term obligations of the Housing Authority (primary government) totaling $0 at June 30, 2019, consist of previously accrued compensated absences. The following is a summary of the change in long-term obligations for the year ended June 30, 2019:

Balance at July 1, 2018	$	46,014
Additions		21,119
Withdrawals		(25,852)
Transfer of Liability to Shreveport Housing Authority		(41,281)
Balance at June 30, 2019		-
Less current portion of long-term obligations		-
Long-term obligations	$	-

NOTE 10: DUE FROM COMPONENT UNITS/ DUE TO PRIMARY GOVERNMENT

The Eagle Pointe Partnerships were organized by the Housing Authority for the purpose of acquiring and rehabilitating Riverwood Apartments in accordance with the Low-Income Housing Tax Credit program. The funds advanced to the Eagle Pointe Partnerships were derived from non-federal sources and were utilized for the payment of construction and development costs and reimbursable operating costs incurred by the Eagle Pointe Partnerships. The Due from Component Units/Due to Primary Government balances reported in the Balance Sheet include the notes payable due to the Housing Authority by the Eagle Pointes.

The Housing Authority is the managing agent for Eagle Pointe I, II, III, and IV. The Housing Authority receives Management Fees at a rate of 5% of operating revenue from Eagle Pointe I and III and at a rate of 6% of operating revenue from Eagle Pointe II and IV. For the year ended June 30, 2019, Management Fee income earned from Eagle Pointe I, II, III, and IV totaled $87,264. Accrued Management Fees receivable at June 30, 2019, totaled $168,549 for the Eagle Pointe Partnerships. The Housing Authority also earns Subordinate Management Fees at a rate of 5% of operating revenue from Eagle Pointe I, 4% of operating revenue from Eagle Point II and IV, and 3% of operating revenue from Eagle Pointe III. For the year ended June 30, 2019, Subordinate Management Fee income earned from Eagle Pointe I, II, III, and IV totaled $40,415. Accrued Subordinate Management Fees receivable at June 30, 2019, totaled $104,965 for the Eagle Pointe Partnerships.

During initial construction, the Housing Authority paid for development costs on behalf of Eagle Pointe I Limited Partnership. As of June 30, 2019 reimbursable development costs receivable from Eagle Pointe I totaled $91,584. Some operating expenses are also paid by the Housing Authority on behalf of the Eagle Pointe Partnerships. As of June 30, 2019, reimbursable operating expenses receivable from Eagle Pointe I, II, III and IV totaled $60,104.

NOTE 10: DUE FROM COMPONENT UNITS/ DUE TO PRIMARY GOVERNMENT (Continued)

During the year ended June 30, 2019, the Housing Authority earned no additional developer fees from the Eagle Pointe Developments. As of June 30, 2019, Housing Authority developer fees receivable from Eagle Point III and IV were $468,126 and $146,165, respectively. As of June 30, 2019, interest receivable related to developer fees from Eagle Pointe I, II, III, and IV totaled $594,721.

The difference in the amounts of the due from component units and the due to primary government, as reflected in the balance sheet, is attributable to reporting the financial position, changes in net position, and cash flows of Eagle Pointe I, Eagle Pointe II, Eagle Pointe III and Eagle Pointe IV as of and for the year ended December 31, 2018.

NOTE 11: COMMITMENTS AND CONTINGENCIES

The Housing Authority operates in accordance with the requirements of two Annual Contribution Contracts. The Housing Authority's noncompliance with such contracts may result in a reduction of funding from HUD.

The Housing Authority participates in a number of federal 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 grant. Housing Authority management believes that the amount of disallowances, if any, which may arise from future audits will not be material.

On February 9, 2016, the Housing Authority entered into an inter-agency management agreement with the Housing Authority of the City of Shreveport (Management Agent). The Management Agent will provide management services to the Housing Authority to ensure continued operation of its properties. The initial term of the agreement was for a twelve month period beginning February 15, 2016. The agreement was amended and the restated term of the agreement is for a thirty-six month period beginning July 1, 2016. The agreement was amended again on January 16, 2019, and the restated term of the agreement is for a thirty-six month period beginning February 1, 2019. For the year ended June 30, 2019, the Housing Authority paid the Management Agent $45,600 in management fees. Future payments under this agreement as of June 30, 2019, are: 2020 - $45,600, 2021 - $45,600, and 2022 - $26,600.

The Housing Authority has entered into a Guaranty of Obligations of Entity General Partners (the Guaranty) with respect to Eagle Pointe Development I Limited Partnership, Eagle Pointe Development II Limited Partnership, Eagle Pointe Development III Limited Partnership and Eagle Pointe Development IV Limited Partnership. Under the terms of each Guaranty, the Housing Authority unconditionally guarantees the due payment, performance, and fulfillment to Eagle Pointe I, Eagle Pointe II, Eagle Pointe III and Eagle Pointe IV, their limited partners, and specified affiliates of the limited partners, and certain guaranteed obligations of Bossier Housing Corporation. Such obligations shall be the payment and performance of each and every guaranteed obligation of the Bossier Housing Corporation arising under the Amended and Restated Agreement of Limited Partnership and under the General Partner Closing Certificate of each partnership.

NOTE 11: COMMITMENTS AND CONTINGENCIES (Continued)

Each guaranty includes all the assets of the Housing Authority now owned or hereafter acquired, except for: (i) the property of the Housing Authority located at 805 East First Street, Bossier City, Louisiana, (ii) the property and funds controlled by the Consolidated Annual Contributions Contract No. FW 1144, including amendments, (the ACC), and (iii) the funds received by the Housing Authority as proceeds directly pursuant to the ACC. Each guaranty will remain in force until all of the guaranteed obligations of the Bossier Housing Corporation have expired or been fully performed in accordance with each Limited Partnership's Amended and Restated Agreement of Limited Partnership.

The Housing Authority leases office equipment under operating lease agreements that call for monthly payments of $530. The future lease payments under these non-cancelable agreements as of June 30, 2019, are: 2020 - $4,289, 2021 - $2,813 and 2022 - $1,172.

NOTE 12: ECONOMIC DEPENDENCY

The Department of Housing and Urban Development provided $2,513,465 to the Housing Authority, including the federal capital contributions, which represents approximately 58% of the Housing Authority's total revenue for the year.

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Independent Auditors' 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*

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

We have audited, in accordance with the 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 the business-type activities, the aggregate discretely presented component units and each major fund of the Housing Authority of the City of Bossier City, Louisiana (the "Housing Authority"), as of and for the year ended June 30, 2019, and the related notes to financial statements, which collectively comprise the Housing Authority's basic financial statements and have issued our report thereon dated December 31, 2019. Our report includes a reference to other auditors who audited the financial statements of Eagle Pointe Development I, L.P., Eagle Pointe Development II, L.P., Eagle Pointe Development III, L.P., and Eagle Pointe Development IV, L.P., discretely presented component units, as described in our report on the Housing Authority's financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Housing Authority'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 opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Housing Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Housing Authority'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's financial statements are free from 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.

This report is intended solely for the information and use of management and federal awarding agencies, pass-through entities and the State of Louisiana Legislative Auditor, and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Carr, Riggs & Ingram, L.L.C

CARR, RIGGS & INGRAM, LLC

Shreveport, Louisiana
December 31, 2019

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Independent Auditors' Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance

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

Report on Compliance for Each Major Federal Program

We have audited the Housing Authority of the City of Bossier City, Louisiana's (the "Housing Authority") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Housing Authority's major federal programs for the year ended June 30, 2019. The Housing Authority's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

The Housing Authority's basic financial statements include the operations of the Eagle Pointe Development I, L.P., Eagle Pointe Development II, L.P., Eagle Pointe Development III, L.P., and Eagle Pointe Development IV, L.P., discretely presented component units, which did not receive any federal awards during the year ended June 30, 2019. Our audit, described below, did not include the operations of Eagle Pointe Development I, L.P., Eagle Pointe Development II, L.P., Eagle Pointe Development III, L.P., and Eagle Pointe Development IV, L.P., discretely presented component units, because the discretely presented component units did not require an audit in accordance with the Uniform Guidance.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the Housing Authority's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Housing Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Housing Authority's compliance.

Opinion on Each Major Federal Program

In our opinion, the Housing Authority of the City of Bossier City, Louisiana, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2019.

Report on Internal Control Over Compliance

Management of the Housing Authority is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Housing Authority's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Housing Authority's internal control over compliance.

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

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we did identify a certain deficiency in internal control over compliance, described in the accompanying schedule of findings and questioned costs as item 2019-001, that we consider to be a significant deficiency.

The Housing Authority of the City of Bossier City's response to the internal control over compliance findings identified in our audit is described in the accompanying corrective action plan. The Housing Authority of the City of Bossier City, Louisiana's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

This report is intended solely for the information and use of management and federal awarding agencies, pass-through entities and the State of Louisiana Legislative Auditor, and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Carr, Riggs & Ingram, L.L.C.

CARR, RIGGS & INGRAM, LLC

Shreveport, Louisiana
December 31, 2019

SECTION I - SUMMARY OF AUDITORS' RESULTS

Financial Statements

The auditors' report expresses an unmodified opinion on the financial statements.

Internal control over financial reporting:

• Material weaknesses identified?	____	yes	X	no
• Significant deficiency(ies) identified that are not considered to be material weaknesses?	____	yes	X	none reported
• Noncompliance material to the financial statements noted?	____	yes	X	no

Federal Awards

Type of auditors' report issued on compliance for major programs:

Unmodified

Internal control over major programs:

• Material weaknesses identified?	____	yes	X	no
• Significant deficiency(ies) identified that are not considered to be material weaknesses?	X	yes	____	none reported
Any audit findings disclosed that are required to be reported in accordance with Uniform Guidance?	X	yes	____	no

The programs tested as major programs included:

- CFDA #14.850 Public and Indian Housing

Dollar threshold used to distinguish between Type A and B programs: $750,000

Auditee qualified as a low-risk auditee?	X	yes	____	no

SECTION II - FINANCIAL STATEMENT FINDINGS IN ACCORDANCE WITH *GOVERNMENTAL AUDITING STANDARDS*

Current Year Finding and Responses

None

Prior Year Finding and Responses

2018-001 Late Submission of Audit Report to the Legislative Auditor

Condition: The Housing Authority's audit report for the fiscal year ending June 30, 2018 was not completed within the six month deadline as per R.S. 24:513 A (5)(a)(i).

Corrective Action Taken: We are in agreement with the finding. Going forward, annual audits will be completed timely.

SECTION III - FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS

Current Year Finding and Responses

2019-001 Inadequate Documentation to Verify Waiting List Policy was Followed Related to Tenant Selection

Federal Program, CFDA #, Federal Award # and Year, Federal Agency, Pass-Through Entity: Public and Indian Housing, CFDA 14.850, N/A and 2019, United States Department of Housing and Urban Development, N/A

Criteria or Specific Requirement: 2 CFR 200.303 requires the entity to establish and maintain effective internal controls over compliance with respect to federal awards. The PHA tenant selection policies must include requirements for applications and waiting list, description of the policies for selection of applicants from the waiting lists, and policies for verification and documentation of information relevant to acceptance or rejections of an applicant (24 CFR sections 960.202 through 960.206).

Condition: The Housing Authority of the City of Bossier City, Louisiana did not retain documentation necessary to verify policies and procedures were followed. Waiting lists supporting tenant selections were not retained to support their selection procedures.

Cause: The Housing Authority of the City of Bossier City, Louisiana does not have policies and procedures in place requiring documentation demonstrating compliance to be retained.

Effect: The Housing Authority of the City of Bossier City, Louisiana lacks supporting documentation for their waiting list policy and procedures for the tenant selection process.

Questioned Costs: None

Repeat Finding: No

Recommendation: We recommend the Housing Authority of the City of Bossier City, Louisiana retain sufficient waiting list support to be able to ensure the waiting list procedures can be tested.

Views of responsible officials and planned corrective actions: A different methodology was used for the latter part of the fiscal year to determine tenant selections for housing. Due to the timing of the procedures and tests performed, we had insufficient time to produce this documentation. Going forward, we will again implement printing of the waiting lists, as recommended by the auditors.

Prior Year Finding and Responses

None.

HOUSING AUTHORITY OF THE
CITY OF BOSSIER CITY, LOUISIANA

PO BOX 5666
805 FIRST STREET EAST
BOSSIER CITY, LOUISIANA 71171-5666
PHONE (318) 549-1556 FAX (318) 549-3810

FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

2019-001 Inadequate Documentation to Verify Waiting List Policy was Followed Related to Tenant Selection

Condition:

The Housing Authority of the City of Bossier City, Louisiana did not retain documentation necessary to verify policies and procedures were followed. Waiting lists supporting tenant selections were not retained to support their selection procedures.

Corrective Action Planned:

A different methodology was used for the latter part of the fiscal year to determine tenant selections for housing. Due to the timing of the procedures and tests performed, we had insufficient time to produce this documentation. Going forward, we will again implement printing of the waiting lists, as recommended by the auditors.

Person responsible for corrective actions:

Bobby R. Collins, Executive Director
Housing Authority of the City of Bossier City, Louisiana
805 East First Street, Bossier City, Louisiana 71111

Anticipated Completion Date: Effective immediately.

Supplementary Information Schedules

The members of the Board of Commissioners serve a staggered five-year term without compensation. The Board consists of the following members for the year ended June 30, 2019:

Ms. Pam Glorioso
405 Wilhelmina Street
Bossier City, LA 71111
(318) 741-8503

Ms. Terrilyn Hooks
402 North Circle Street
Bossier City, LA 71111
(318) 518-3431

Ms. Clara M. Taylor
1785 Southview Drive
Bossier City, LA 71112
(318) 746-6195

Mr. Thomas Chandler
2416 Tilman Circle
Bossier City, LA 71111
(318) 218-6886

Ms. Robin Harvill
2117 Shed Road
Bossier City, LA 71111
(318) 469-9989

Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Officer

For the year ended June 30, 2019

Agency Head Name: Bobby R. Collins
Executive Director

Purpose	**Amount***
Salary	-
Bonus	-
Benefits - insurance	-
Benefits - retirement	-
Benefits - other	-
Car allowance	-
Vehicle provided by government	-
Per diem	-
Reimbursements	-
Travel	-
Registration fees	-
Conference travel	-
Housing	-
Unvouchered expenses	-
Special meals	-
Other	-
Total	-

* No payments are made directly to Bobby R. Collins. Management fees are paid to the Housing Authority of the City of Shreveport.

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR NAME/ PROGRAM OR CLUSTER TITLE	CFDA NUMBER	PASS-THROUGH TO SUBRECIPIENTS	EXPENDITURES
UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT			
Direct Programs:			
Public and Indian Housing	14.850	$ -	$ 1,550,637
Public Housing Capital Fund (CFP)	14.872	-	213,009
Continuum of Care Program	14.267	-	749,819
Total U.S. Department of Housing and Urban Development - Direct Programs		-	2,513,465
Total Expenditures of Federal Awards		$ -	$ 2,513,465

See accompanying Notes to Schedule of Expenditures of Federal Awards.

1. GENERAL

The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal awards programs of the Housing Authority. The Housing Authority reporting entity is defined in Note 1 to the Housing Authority's basic financial statements. Federal awards received directly from federal agencies are included on the schedule. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

2. BASIS OF ACCOUNTING

The accompanying Schedule of Expenditures of Federal Awards is presented using the accrual basis of accounting, which is described in Note 1 to the Housing Authority's basic financial statements.

3. INDIRECT COST RATE

The Housing Authority has elected not to use the 10-percent de minimis indirect cost rate as allowed under the Uniform Guidance.

4. RELATIONSHIP TO BASIC FINANCIAL STATEMENTS

Federal awards revenues are reported in the Housing Authority's basic financial statements as follows:

General:	
Federal Grants	$2,426,653
Capital Contributions	86,812
Total	$2,513,465

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 U. S. generally accepted accounting principles.

5. FEDERAL AWARDS

In accordance with HUD Notice PIH 98-14, "federal awards" do not include the Housing Authority's operating income from rents or investments (or other non-federal sources). In addition, the entire amount of operating subsidy received during the fiscal year is considered to be "expended" during the fiscal year.

6. SUBRECIPIENTS

During the year ended June 30, 2019, the Housing Authority had no subrecipients.

7. LOANS AND LOAN GUARANTEES

As of and for the year ended June 30, 2019, the Housing Authority had no federally funded loans or loan guarantee programs.

8. FEDERALLY FUNDED INSURANCE

The Housing Authority has no federally funded insurance.

PHA OWNED HOUSING (ACC FW 1144)

1. The Actual modernization costs for the complete modernization program is as follows:

	Grant LA-48-P042-501-16
Funds Approved	$ 509,535
Funds Expended	509,535
Excess of Funds Approved	None
Funds Advanced	$ 509,535
Funds Expended	509,535
Excess of Funds Advanced	None

2. The distribution of costs as shown on the Actual Modernization Cost Certificates for 2016, dated September 13, 2018, for the above project is in agreement with the Housing Authority's records.

3. All modernization costs have been paid and all related liabilities have been discharged through payment.

Financial Data Schedule

HOUSING AUTHORITY of the CITY of BOSSIER CITY (LA042)

BOSSIER CITY, LA

Entity Wide Financial Statements

Submission Type: Audited/Single Audit **Fiscal Year End: 06/30/2019**

	Project Total	1 Business Activities	6.1 Component Unit - Discretely Presented	14.267 Continuum of Care Program	COCC	Subtotal	ELIM	Total
111 Cash - Unrestricted	2,036,855	435,063	347,179	14,458	350,309	3,183,864		3,183,864
112 Cash - Restricted - Modernization and Development	794,553	-	-	-	-	794,553		794,553
113 Cash - Other Restricted	-	-	752,679	-		752,679		752,679
114 Cash - Tenant Security Deposits	103,138	56,666	75,343	-		235,147		235,147
115 Cash - Restricted for Payment of Current Liabilities	-	-	-	-	-	-		-
100 Total Cash	2,934,546	491,729	1,175,201	14,458	350,309	4,966,243	-	4,966,243
121 Accounts Receivable - PHA Projects	-	-	-	-	-	-		-
122 Accounts Receivable - HUD Other Projects	143,546			93,835		237,381		237,381
124 Accounts Receivable - Other Government	-	-	-	-	-	-		-
125 Accounts Receivable - Miscellaneous	-	-	-	1,943	-	1,943		1,943
126 Accounts Receivable - Tenants	10,407	24,088	53,909	-	-	88,404		88,404
126.1 Allowance for Doubtful Accounts -Tenants	(4,353)	(15,433)	(6,997)	-	-	(26,783)		(26,783)
126.2 Allowance for Doubtful Accounts - Other	-	-	-	-	-	-		-
127 Notes, Loans, & Mortgages Receivable - Current	-	-	-	-	-	-		-
128 Fraud Recovery	3,518	-	-	-	-	3,518		3,518
128.1 Allowance for Doubtful Accounts - Fraud	(2,814)	-	-	-	-	(2,814)		(2,814)
129 Accrued Interest Receivable	-	-	-	-	-	-		-
120 Total Receivables, Net of Allowances for Doubtful Accounts	150,304	8,655	46,912	95,778	-	301,649	-	301,649
131 Investments - Unrestricted	-	-	-	-	-	-		-
132 Investments - Restricted	-	-	-	-	-	-		-
135 Investments - Restricted for Payment of Current Liability	-	-	-	-	-	-		-
142 Prepaid Expenses and Other Assets	125,255	32,164	62,194	-	14,210	233,823		233,823
143 Inventories	89,107	4,552	-	-	-	93,659		93,659
143.1 Allowance for Obsolete Inventories	(89,107)	(4,552)	-	-	-	(93,659)		(93,659)
144 Inter Program Due From	-	350,129	-	-	41,943	392,072	(402,925)	(10,853)
145 Assets Held for Sale	-	-	-	-	-	-		-
150 Total Current Assets	3,210,105	882,677	1,284,307	110,236	406,462	5,893,787	(402,925)	5,490,862
161 Land	723,011	63,500	36,500	-	-	823,011		823,011
162 Buildings	23,150,352	1,249,109	16,238,851	-	4,499	40,642,811		40,642,811
163 Furniture, Equipment & Machinery - Dwellings	-		735,577	-		735,577		735,577
164 Furniture, Equipment & Machinery - Administration	68,162	85,455	-	-	199,467	353,084		353,084
165 Leasehold Improvements	2,066,642	112,365	864,039	-		3,043,046		3,043,046
166 Accumulated Depreciation	(21,378,160)	(932,474)	(5,732,615)	-	(198,068)	(28,241,317)		(28,241,317)
167 Construction in Progress	3,926	-	-	-	-	3,926		3,926
168 Infrastructure	-	-	-	-	-	-		-
160 Total Capital Assets, Net of Accumulated Depreciation	4,633,933	577,955	12,142,352	-	5,898	17,360,138	-	17,360,138
								(continued)

See Independent Auditors' Report.

HOUSING AUTHORITY of the CITY of BOSSIER CITY (LA042)

BOSSIER CITY, LA

Entity Wide Financial Statements

Submission Type: Audited/Single Audit **Fiscal Year End: 06/30/2019**

	Project Total	1 Business Activities	6.1 Component Unit - Discretely Presented	14.267 Continuum of Care Program	COCC	Subtotal	ELIM	Total
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	-	2,147,454	208,104	-	-	2,355,558		2,355,558
176 Investments in Joint Ventures	-	-	-	-	-	-		-
180 Total Non-Current Assets	4,633,933	2,725,409	12,350,456	-	5,898	19,715,696	-	19,715,696
200 Deferred Outflow of Resources	-	-	-	-	-	-		-
290 Total Assets and Deferred Outflow of Resources	7,844,038	3,608,086	13,634,763	110,236	412,360	25,609,483	(402,925)	25,206,558
311 Bank Overdraft	-	-	-	-	-	-		-
312 Accounts Payable <= 90 Days	140,736	83,298	93,229	38,560	27,744	383,567		383,567
313 Accounts Payable >90 Days Past Due	-	-	-	-	-	-		-
321 Accrued Wage/Payroll Taxes Payable			-	-		-		-
322 Accrued Compensated Absences - Current Portion			-	-		-		-
324 Accrued Contingency Liability	-	-	-	-	-	-		-
325 Accrued Interest Payable	-	-	28,974	-	-	28,974		28,974
331 Accounts Payable - HUD PHA Programs	-	-	-	40,412	-	40,412		40,412
332 Account Payable - PHA Projects	-	-	-	-	-	-		-
333 Accounts Payable - Other Government	68,762	-	-	-	-	68,762	-	68,762
341 Tenant Security Deposits	63,221	13,450	45,394	-	-	122,065		122,065
342 Unearned Revenue	6,919	7,230	27,007	-	-	41,156		41,156
343 Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue	-	-	353,993	-	-	353,993		353,993
344 Current Portion of Long-term Debt - Operating Borrowings	-	-	-	-	-	-		-
345 Other Current Liabilities	17,355	-	54,708	-		72,063		72,063
346 Accrued Liabilities - Other	45,565	-	-	-	-	45,565		45,565
347 Inter Program - Due To	10,680		303,824	31,264	16,511	362,279	(402,925)	(40,646)
348 Loan Liability - Current	-	-	-	-	-	-		-
310 Total Current Liabilities	353,238	103,978	907,129	110,236	44,255	1,518,836	(402,925)	1,115,911
351 Long-term Debt, Net of Current - Capital Projects/Mortgage Revenue	-	-	7,229,677	-	-	7,229,677		7,229,677
352 Long-term Debt, Net of Current - Operating Borrowings	-	-	875,839	-	-	875,839		875,839
353 Non-current Liabilities - Other	-	221,019	1,741,904	-	-	1,962,923		1,962,923
354 Accrued Compensated Absences - Non Current			-	-		-		-
355 Loan Liability - Non Current	-	-	-	-	-	-		-
356 FASB 5 Liabilities	-	-	-	-	-	-		-
357 Accrued Pension and OPEB Liabilities	-	-	-	-	-	-		-
350 Total Non-Current Liabilities	-	221,019	9,847,420	-		10,068,439	-	10,068,439
300 Total Liabilities	353,238	324,997	10,754,549	110,236	44,255	11,587,275	(402,925)	11,184,350
								(continued)

See Independent Auditors' Report.

HOUSING AUTHORITY of the CITY of BOSSIER CITY (LA042)

BOSSIER CITY, LA

Entity Wide Financial Statements

Submission Type: Audited/Single Audit Fiscal Year End: 06/30/2019

	Project Total	1 Business Activities	6.1 Component Unit - Discretely Presented	14.267 Continuum of Care Program	COCC	Subtotal	ELIM	Total
400 Deferred Inflow of Resources								
508.4 Net Investment in Capital Assets	4,633,933	577,955	4,558,682	-	5,898	9,776,468		9,776,468
511.4 Restricted Net Position	834,470	43,216	782,629	-	-	1,660,315	-	1,660,315
512.4 Unrestricted Net Position	2,022,397	2,661,918	(2,461,097)	-	362,207	2,585,425	-	2,585,425
513 Total Equity - Net Assets / Position	7,490,800	3,283,089	2,880,214	-	368,105	14,022,208	-	14,022,208
	-	-	-	-	-	-	-	-
600 Total Liabilities, Deferred Inflows of Resources and Equity - Net	7,844,038	3,608,086	13,634,763	110,236	412,360	25,609,483	(402,925)	25,206,558
70300 Net Tenant Rental Revenue	911,192	396,902	1,467,524	-	-	2,775,618	-	2,775,618
70400 Tenant Revenue - Other	94,587	8,180	25,498	-	-	128,265	-	128,265
70500 Total Tenant Revenue	1,005,779	405,082	1,493,022	-	-	2,903,883	-	2,903,883
70600 HUD PHA Operating Grants	1,676,834	-	-	749,819	-	2,426,653	-	2,426,653
70610 Capital Grants	86,812	-	-	-	-	86,812	-	86,812
70710 Management Fee	-	-	-	-	341,714	341,714	(341,714)	-
70720 Asset Management Fee	-	-	-	-	52,440	52,440	(52,440)	-
70730 Book Keeping Fee	-	-	-	-	38,153	38,153	(38,153)	-
70740 Front Line Service Fee	-	-	-	-	-	-	-	-
70750 Other Fees	-	-	-	-	-	-	-	-
70700 Total Fee Revenue	-	-	-	-	432,307	432,307	(432,307)	-
70800 Other Government Grants								
71100 Investment Income - Unrestricted	918	35,732	450	-	122	37,222	-	37,222
71200 Mortgage Interest Income	-	-	-	-	-	-	-	-
71300 Proceeds from Disposition of Assets Held for Sale	-	-	-	-	-	-	-	-
71310 Cost of Sale of Assets	-	-	-	-	-	-	-	-
71400 Fraud Recovery	-	-	-	-	-	-	-	-
71500 Other Revenue	16,972	331,227	229,543	-	808	578,550	-	578,550
71600 Gain or Loss on Sale of Capital Assets	-	-	-	-	-	-	-	-
72000 Investment Income - Restricted	18,106	-	802	-	-	18,908	-	18,908
70000 Total Revenue	2,805,421	772,041	1,723,817	749,819	433,237	6,484,335	(432,307)	6,052,028
91100 Administrative Salaries	157,260	46,578	45,891	-	28,017	277,746	-	277,746
91200 Auditing Fees	32,206	10,096	24,000	-	4,700	71,002	-	71,002
91300 Management Fee	280,650	44,470	126,210	61,064		512,394	(341,714)	170,680
91310 Book-keeping Fee	38,153	-	-	-	-	38,153	(38,153)	-
91400 Advertising and Marketing	1,926	-	135	-	175	2,236	-	2,236
91500 Employee Benefit contributions - Administrative	43,382	14,428	19,289	-	12,251	89,350	-	89,350
91600 Office Expenses	47,962	19,438	12,344	-	18,348	98,092	-	98,092
91700 Legal Expense			508	-		508	-	508
91800 Travel	160	-	120	-	-	280	-	280
91810 Allocated Overhead	-	-	-	-	-	-	-	-
91900 Other	91,364	33,931	55,880	-	149,028	330,203	-	330,203
91000 Total Operating - Administrative	693,063	168,941	284,377	61,064	212,519	1,419,964	(379,867)	1,040,097
								(continued)

HOUSING AUTHORITY of the CITY of BOSSIER CITY (LA042)

BOSSIER CITY, LA

Entity Wide Financial Statements

Submission Type: Audited/Single Audit Fiscal Year End: 06/30/2019

	Project Total	1 Business Activities	6.1 Component Unit - Discretely Presented	14.267 Continuum of Care Program	COCC	Subtotal	ELIM	Total
92000 Asset Management Fee	52,440	-	27,455	-	-	79,895	(52,440)	27,455
92100 Tenant Services - Salaries	-	-	-	-	-	-	-	-
92200 Relocation Costs	-	-	-	-	-	-	-	-
92300 Employee Benefit Contributions - Tenant Services	-	-	-	-	-	-	-	-
92400 Tenant Services - Other	11,371		-	179,909	-	191,280	-	191,280
92500 Total Tenant Services	11,371		-	179,909	-	191,280	-	191,280
93100 Water	103,158	40,701	63,296	-	503	207,658	-	207,658
93200 Electricity	19,056	21,046	36,201	-	16,943	93,246	-	93,246
93300 Gas	5,401	1,264	-	-	1,392	8,057	-	8,057
93400 Fuel						-		-
93500 Labor						-		-
93600 Sewer	133,903	38,525	61,087	-	1,113	234,628	-	234,628
93700 Employee Benefit Contributions - Utilities						-		-
93800 Other Utilities Expense	56,870	9,000	24,179	-	221	90,270	-	90,270
93000 Total Utilities	318,388	110,536	184,763	-	20,172	633,859	-	633,859
94100 Ordinary Maintenance and Operations - Labor	50,514	11,747	39,621	-		101,882	-	101,882
94200 Ordinary Maintenance and Operations - Materials and Other	74,144	39,597	31,078	-	1,755	146,574	-	146,574
94300 Ordinary Maintenance and Operations Contracts	586,358	174,998	211,062	-	3,086	975,504	-	975,504
94500 Employee Benefit Contributions - Ordinary Maintenance	24,156	10,522	21,965	-		56,643	-	56,643
94000 Total Maintenance	735,172	236,864	303,726	-	4,841	1,280,603	-	1,280,603
95100 Protective Services - Labor								
95200 Protective Services - Other Contract Costs								
95300 Protective Services - Other								
95500 Employee Benefit Contributions - Protective Services								
95000 Total Protective Services	-	-	-	-	-	-	-	-
96110 Property Insurance	102,971	24,918	51,291	-	11,441	190,621	-	190,621
96120 Liability Insurance	34,030	5,428	17,879	-	4,070	61,407	-	61,407
96130 Workmen's Compensation	10,217	5,816	-	-	1,554	17,587	-	17,587
96140 All Other Insurance	23,502	8,362	8,063	-	2,940	42,867	-	42,867
96100 Total insurance Premiums	170,720	44,524	77,233	-	20,005	312,482	-	312,482
96200 Other General Expenses	-	-	-	-	-	-	-	-
96210 Compensated Absences	10,167	8,723	-	-	1,780	20,670	-	20,670
96300 Payments in Lieu of Taxes	68,763	-	-	-	-	68,763	-	68,763
96400 Bad debt - Tenant Rents	37,101	39,636	-	-	-	76,737	-	76,737
96500 Bad debt - Mortgages	-	-	-	-	-	-	-	-
96600 Bad debt - Other	-	-	-	-	-	-	-	-
96800 Severance Expense	-	-	-	-	-	-	-	-
96000 Total Other General Expenses	116,031	48,359	-	-	1,780	166,170	-	166,170
								(continued)

HOUSING AUTHORITY of the CITY of BOSSIER CITY (LA042)

BOSSIER CITY, LA

Entity Wide Financial Statements

Submission Type: Audited/Single Audit   Fiscal Year End: 06/30/2019

	Project Total	1 Business Activities	6.1 Component Unit - Discretely Presented	14.267 Continuum of Care Program	COCC	Subtotal	ELIM	Total
96710 Interest of Mortgage (or Bonds) Payable	-	-	461,574	-		461,574	-	461,574
96720 Interest on Notes Payable (Short and Long Term)	-	-	-	-		-	-	-
96730 Amortization of Bond Issue Costs	-	-	-	-		-	-	-
96700 Total Interest Expense and Amortization Cost	-	-	461,574	-	-	461,574	-	461,574
96900 Total Operating Expenses	2,097,185	609,224	1,339,128	240,973	259,317	4,545,827	(432,307)	4,113,520
97000 Excess of Operating Revenue over Operating Expenses	708,236	162,817	384,689	508,846	173,920	1,938,508	-	1,938,508
97100 Extraordinary Maintenance	-	-	-	-	-	-	-	-
97200 Casualty Losses - Non-capitalized	-	-	-	-	-	-	-	-
97300 Housing Assistance Payments	-	-	-	508,846	-	508,846		508,846
97350 HAP Portability-In	-	-	-	-	-	-	-	-
97400 Depreciation Expense	469,571	39,953	479,466	-	1,420	990,410		990,410
97500 Fraud Losses	-	-	-	-	-	-	-	-
97600 Capital Outlays - Governmental Funds	-	-	-	-	-	-	-	-
97700 Debt Principal Payment - Governmental Funds	-	-	-	-	-	-	-	-
97800 Dwelling Units Rent Expense	-	-	-	-	-	-	-	-
90000 Total Expenses	2,566,756	649,177	1,818,594	749,819	260,737	6,045,083	(432,307)	5,612,776
10010 Operating Transfer In		-	-	-	-	-		-
10020 Operating Transfer Out		-	-	-	-	-		
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)	-	-	-	-	-	-	-	-
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	238,665	122,864	(94,777)	-	172,500	439,252	-	439,252
								(continued)

See Independent Auditors' Report.

HOUSING AUTHORITY of the CITY of BOSSIER CITY (LA042)

BOSSIER CITY, LA

Entity Wide Financial Statements

Submission Type: Audited/Single Audit **Fiscal Year End: 06/30/2019**

	Project Total	1 Business Activities	6.1 Component Unit - Discretely Presented	14.267 Continuum of Care Program	COCC	Subtotal	ELIM	Total
11020 Required Annual Debt Principal Payments	-	-	345,587	-	-	345,587		345,587
11030 Beginning Equity	7,252,135	3,160,225	2,974,991	-	195,605	13,582,956		13,582,956
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	5,244	876	2,400	836	-	9,356		9,356
11210 Number of Unit Months Leased	5,087	770	2,311	836	-	9,004		9,004
11270 Excess Cash	1,772,811	-	-	-		1,772,811		1,772,811
11610 Land Purchases	-	-	-	-	-	-		-
11620 Building Purchases	86,812	-	-	-	-	86,812		86,812
11630 Furniture & Equipment - Dwelling Purchases	-	-	-	-	-	-		-
11640 Furniture & Equipment - Administrative Purchases	-	-	-	-	-	-		-
11650 Leasehold Improvements Purchases	-	-	-	-	-	-		-
11660 Infrastructure Purchases	-	-	-	-	-	-		-
13510 CFFP Debt Service Payments	-	-	-	-	-	-		-
13901 Replacement Housing Factor Funds	-	-	-	-	-	-		-
								(conclude)

See Independent Auditors' Report.

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Management Letter

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

We have audited, in accordance with the 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 the business-type activities, the aggregate discretely presented component units and each major fund of the Housing Authority of the City of Bossier City, Louisiana (the "Housing Authority"), as of and for the year ended June 30, 2019, and the related notes to financial statements, which collectively comprise the Housing Authority's basic financial statements and have issued our report thereon dated December 31, 2019.

As a part of our examination, we have issued our report on the financial statements, dated December 31, 2019, and our report on internal control over financial reporting and compliance and other matters based on an audit of financial statements performed in accordance with *Government Auditing Standards* and on compliance for each major program and internal control over compliance required by the Uniform Guidance dated December 31, 2019.

During the course of our examination, we became aware of the following matters which represent immaterial deviations of compliance or suggestions for improved internal controls:

MLC 2019-002 Vendor Invoice Approvals Prior to Payment

Year of Origination – June 30, 2019

Observation:
In the course of testing controls over cash disbursements, we noted certain payments for products and services did not have documentation of review prior to payment. Recurring routine invoices are not reviewed and approved by a person independent of processing prior to payment.

Recommendations:
We recommend that the Housing Authority of Bossier City, Louisiana strengthen policies and procedures related to the approval of invoices and bills prior to payment.

Views of responsible officials and corrective actions:
We would attribute this comment to the staff turnover that we experienced during the fiscal year. Attention has been given to this matter, and we consider this issue to be resolved.

MLC 2019-003 Waiting List

Year of Origination – June 30, 2019

Observation:
Regarding the significant deficiency noted over program compliance referenced in our current year finding 2019-001, and due to controls and lack of documentation related to verification of waiting list policy, we were unable to document the Housing Authority's compliance.

Recommendations:
We recommend the Housing Authority of the City of Bossier City, Louisiana retain sufficient waiting list support to be able to ensure the waiting list procedures can be tested.

Views of responsible officials and corrective actions:
A different methodology was used for the latter part of the fiscal year to determine tenant selections for housing. Due to the timing of the procedures and tests performed, we had insufficient time to produce this documentation. Going forward, we will again implement printing of the waiting lists, as recommended by the auditors.

This report is intended solely for the information and use of the Board of Commissioners of the Housing Authority of the City of Bossier City, Louisiana, management, federal awarding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties. Although the intended use of these reports may be limited, under Louisiana Revised Statute 24:513, this report is distributed by the Office of the Louisiana Legislative Auditor as a public document.

Carr, Riggs & Ingram, L.L.C.

CARR, RIGGS & INGRAM, LLC

Shreveport, Louisiana
December 31, 2019

Housing Authority of the City of Bossier City, Louisiana

AGREED-UPON PROCEDURES REPORT

For the fiscal period July 1, 2018 through June 30, 2019

CRI CARR RIGGS & INGRAM
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INDEPENDENT ACCOUNTANTS' REPORT
ON APPLYING AGREED-UPON PROCEDURES

To the Board of Commissioners
Housing Authority of the City of Bossier City, Louisiana
and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below, which were agreed to by Housing Authority of the City of Bossier City, Louisiana (the "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 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. Obtained and inspected the entity's written policies and procedures and observed 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.

      Results: No formal written policies and procedures are in place.

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.

Results: No exceptions were found as a result of applying the procedure.

c) ***Disbursements***, including processing, reviewing, and approving.

Results: No formal written policies and procedures are in place.

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).

Results: No formal written policies and procedures are in place.

e) ***Payroll/Personnel***, including (1) payroll processing, and (2) reviewing and approving time and attendance records, including leave and overtime worked.

Results: No formal written policies and procedures are in place.

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.

Results: Except for the lack of a legal review, policies and procedures appropriately address the required elements above.

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).

Results: No formal written policies and procedures are in place.

h) ***Travel and expense reimbursement***, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.

Results: No exceptions were found as a result of applying the procedure.

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.

Results: Except for the lack of written policies relating to monitoring ethics violations and annually attesting to reading the ethics policy, policies and procedures appropriately address the required elements above.

j) ***Debt Service,*** including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.

Results: Debt service is not applicable to the Housing Authority.

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: No formal written policies and procedures are in place.

Bank Reconciliations

2. Obtained a listing of client bank accounts for the fiscal period from management and management's representation that the listing is complete. Asked management to identify the entity's main operating account. Selected the entity's main operating account and randomly selected 4 additional accounts. Randomly selected one month from the fiscal period, obtained and inspected the corresponding bank statement and reconciliation for each selected account, and observed 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);

Results: No exceptions were found as a result of applying the procedure.

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

Results: The bank reconciliations inspected did not include evidence that a member of management or a board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation. Bank reconciliations are prepared by a partner at the fee accounting firm utilized by the Housing Authority. Management views this as a mitigating control, since the fee accounting firm has no access, authority, or control over the spending or collection of funds.

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: Three of five reconciliations inspected contained outstanding reconciling items with no evidence of research by management.

Collections (excluding EFTs)

3. Obtained 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 selected 5 deposit sites (or all deposit sites if less than 5).

   Results: Management identified two deposit sites. All deposit sites were selected.

4. For each deposit site selected, obtained a listing of collection locations and management's representation that the listing is complete. Randomly selected one collection location for each deposit site (i.e. 5 collection locations for 5 deposit sites), obtained and inspected written policies and procedures relating to employee job duties (if no written policies or procedures, inquired of employees about their job duties) at each collection location, and observed 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.

      Results: No exceptions were found as a result of applying the procedure.

   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.

      Results: Each person responsible for collecting cash is responsible for depositing the cash in the bank as well as reconciling collection documentation 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.

      Results: No exceptions were found as a result of applying the procedure.

   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: No exceptions were found as a result of applying the procedure.

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

   Results: Employees who have access to cash are covered by an insurance policy for theft.

6. Randomly selected two deposit dates for each of the 5 bank accounts selected for procedure #2 under "Bank Reconciliations" above (selected the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly selected a deposit if multiple deposits are made on the same day). Obtained supporting documentation for each of the 10 deposits and:

   a) Observed that receipts are sequentially pre-numbered.

      Results: No exceptions were found as a result of applying the procedure.

b) Traced sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.

Results: Two of ten transactions selected were missing supporting documentation. No other exceptions were found.

c) Traced the deposit slip total to the actual deposit per the bank statement.

Results: One of ten transactions selected were missing supporting documentation. No other exceptions were found.

d) Observed 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).

Results: No exceptions were found as a result of applying the procedure.

e) Traced the actual deposit per the bank statement to the general ledger.

Results: No exceptions were found as a result of applying the procedure.

Credit Cards/Debit Cards/Fuel Cards/P-Cards

7. Obtained 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. Obtained management's representation that the listing was complete.

   Results: A listing of all active cards for the fiscal period and management's representation that the listing was complete was obtained.

8. Using the listing prepared by management, randomly selected 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly selected one monthly statement or combined statement for each card (for a debit card, randomly selected one monthly bank statement), obtained supporting documentation, and:

   a) Observed 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)].

   Results: None of the five monthly statements selected had evidence they had been approved.

   b) Observed that finance charges and late fees were not assessed on the selected statements.

   Results: No exceptions were found as a result of applying the procedure.

9. Using the monthly statements or combined statements selected under #8 above, excluding fuel cards, randomly selected 10 transactions (or all transactions if less than 10) from each

statement, and obtained supporting documentation for the transactions (i.e. each card should have 10 transactions subject to testing). For each transaction, observed that it was 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: No exceptions were found as a result of applying the procedure.

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 procedures performed on those C/C areas identified in the SAUPs, and the result of the procedures performed, 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.

Carr, Riggs & Ingram, L.L.C.

CARR, RIGGS, & INGRAM, LLC
Shreveport, Louisiana
December 31, 2019

HOUSING AUTHORITY OF THE
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December 31, 2019

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And

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RE: Management's Response to Agreed-Upon Procedures

Management of the Housing Authority of the City of Bossier City, Louisiana has reviewed the Independent Accountants' Report on Applying Agreed-Upon Procedures. We agree with the report of Carr, Riggs & Ingram, LLC. The Housing Authority of the City of Bossier City, Louisiana will add policies and procedures and implement changes where necessary to meet the expectations identified in the report.

HOUSING AUTHORITY OF THE
CITY OF BOSSIER CITY, LOUISIANA

Bobby R Collins

Bobby R. Collins
Executive Director