

**SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO**

BASIC FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
DECEMBER 31, 2007**



Mary Taylor, CPA

Auditor of State

Board of Commissioners
Shelby Metropolitan Housing Authority
706 N. Wagner Avenue
Sidney, Ohio 45365

We have reviewed the *Independent Auditors' Report* of the Shelby Metropolitan Housing Authority, Shelby County, prepared by Manning & Associates CPAs, LLC, for the audit period January 1, 2007 through December 31, 2007. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Findings for Recovery

Section 6.07 (C) of the Shelby Metropolitan Housing Authority Employee's Handbook, titled, Use of Telephones, states that Employer provided cell phone shall be used only for business-related calls except in the case of a serious emergency, which shall be documented and provided to the Executive Director.

During the Audit period, it was noted that the Authority exceeded its cell phone plan and occurred additional charges. Further review of these bills indicated employer provided cell phones were being used for personal use. The Authority's total minute usage for the audit period (January 1, 2007 – December 31, 2007) was 17,975 minutes of which only 4,089 minutes were used conducting Authority business. It was determined the remaining 13,886 minutes were used for personal use of which David Frick used 3,780, Timothy Lawrence used 2,567, Chad Buroker used 684, Richard Wagner used 2,445, and Ronald Douglas used 4,410.

In accordance with the foregoing facts it was determined the cell phone cost(s) related to personal use, which was calculated by applying the percentage of personal use minutes to the total amount of the phone charges incurred by each employees is as follows:

David Frick	Timothy Lawrence	Chad Buroker	Richard Wagner	Ronald Douglas	Total
\$671.90	\$458.27	\$125.99	\$441.22	\$783.66	\$2,481.04

David Frick – Finding For Recovery

In accordance with the foregoing facts, and pursuant to Ohio Rev. Code Section 117.28, a Finding for Recovery for public money illegally expended is hereby issued against David Frick, in favor of the Shelby County Metropolitan Housing Authority, in the amount of \$671.90.

Mr. Frick signed an agreement with the Shelby County Metropolitan Housing Authority, dated May 8, 2009, to make monthly installment payments of a minimum of \$56.00 or until the balance is paid in full on or before but no later than May 8, 2010.

Timothy Lawrence – Finding for Recovery

In accordance with the foregoing facts, and pursuant to Ohio Rev. Code Section 117.28, a Finding for Recovery for public money illegally expended is hereby issued against Timothy Lawrence, in favor of the Shelby County Metropolitan Housing Authority, in the amount of \$458.27.

Mr. Lawrence signed an agreement with the Shelby County Metropolitan Housing Authority, dated May 8, 2009, to make monthly installment payments of a minimum of \$40.00 or until the balance is paid in full on or before but no later than May 8, 2010.

Chad Buroker – Finding for Recovery

In accordance with the foregoing facts, and pursuant to Ohio Rev. Code Section 117.28, a Finding for Recovery for public money illegally expended is hereby issued against Chad Buroker, in favor of the Shelby County Metropolitan Housing Authority, in the amount of \$125.99.

Mr. Buroker signed an agreement with the Shelby County Metropolitan Housing Authority, dated May 4, 2009, to pay the amount of \$125.99 in full on or before May 29, 2009.

Richard Wagner – Finding for Recovery

In accordance with the foregoing facts, and pursuant to Ohio Rev. Code Section 117.28, a Finding for Recovery for public money illegally expended is hereby issued against Richard Wagner, in favor of the Shelby County Metropolitan Housing Authority, in the amount of \$441.22.

Mr. Lawrence signed an agreement with the Shelby County Metropolitan Housing Authority, dated May 21, 2009, to make monthly installment payments of a minimum of \$40.00 or until the balance is paid in full on or before but no later than May 8, 2010.

Ronald Douglas – Finding for Recovery

In accordance with the foregoing facts, and pursuant to Ohio Rev. Code Section 117.28, a Finding for Recovery for public money illegally expended is hereby issued against Ronald Douglas, in favor of the Shelby County Metropolitan Housing Authority, in the amount of \$783.56.

Under Ohio law, any public official who either authorizes an illegal expenditure of public funds or supervises the accounts of a public office from which such illegal expenditure is made is strictly liable for the amount of the expenditure. Seward v. National Surety Corp., 120 Ohio St. 47 (1929); 1980 Op. Att’y Gen. No 80-074; Ohio Rev. Code Section 9.39; State, ex. Rel. Village of Linndale v. Masten, 18 Ohio St. 3d 228 (1985). Public officials controlling public funds or property are liable for the loss incurred should such funds or property be fraudulently obtained by another, converted, misappropriated, lost or stolen to the extent that recovery or restitution is not obtained from the person(s) who unlawfully obtained such funds or property, 1980 Op. Att’y Gen. No. 80-074.

Judith Wells, Executive Director, and Nancy Spence, Fiscal Officer, will be jointly and severally liable in the amount of \$783.56, in favor of the Shelby County Metropolitan Housing Authority to the extent that recovery is not obtained from Ronald Douglas.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Shelby Metropolitan Housing Authority is responsible for compliance with these laws and regulations.

A handwritten signature in cursive script that reads "Mary Taylor".

Mary Taylor, CPA
Auditor of State

June 26, 2009

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SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO

AUDIT REPORT
FOR THE YEAR ENDED DECEMBER 31, 2007

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MANNING & ASSOCIATES CPAS, LLC
6105 North Dixie Drive
Dayton, Ohio 45413

INDEPENDENT AUDITORS' REPORT

The Board of Commissioners
Shelby Metropolitan Housing Authority
706 N. Wagner
Sidney, Ohio

Regional Inspector General of Audit
Department of Housing & Urban Development

We have audited the accompanying basic financial statements of the Shelby Metropolitan Housing Authority as of and for the year ended December 31, 2007, as listed in the table of contents. These financial statements are the responsibility of Shelby Metropolitan Housing Authority's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the Shelby Metropolitan Housing Authority as of December 31, 2007, and the respective changes in financial position and the cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated June 28, 2008 on our consideration of the Shelby Metropolitan Housing Authority's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The Management's Discussion and Analysis, is not a required part of the basic financial statements but is supplemental information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquires of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion thereon.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The accompanying Schedule of Federal Awards Expenditures is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audit of States, Local Governments and Non-Profit Organizations* and is not a required part of the basic financial statements. The combining financial data schedule ("FDS") and cost certifications are presented for purposes of additional analysis as required by the Department of Housing and Urban Development and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly presented in all material respects, in relation to the basic financial statements taken as a whole.

Manning & Associates CPAs, LLC
Dayton, Ohio

June 28, 2008

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SHELBY METROPOLITAN HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2007

Unaudited

The Shelby Metropolitan Housing Authority of Shelby County ("the Authority") management's discussion and analysis is designed to (a) assist the reader in focusing on significant issues, (b) provide an overview of the Authority's financial activity, (c) identify changes in the Authority's financial position, and (d) identify individual fund issues or concerns.

Since the Management's Discussion and Analysis (MD&A) is designed to focus on the current year's activities, resulting changes and currently known facts, please read it in conjunction with the Authority's financial statements (beginning on page 12).

FINANCIAL HIGHLIGHTS

- The Authority's net assets increased by \$133,863 (or 2%) during 2007, including results from operations of \$(167,041), plus non-operating revenues of \$300,904. Since the Authority engages only in business-type activities, the decreases are all in the category of business-type net assets. Net Assets were \$ 6.4 million and \$ 6.3 million for 2007 and 2006 respectively.
- Revenues increased by \$28,568 (or 2%) during 2007, and were \$1.8 million and \$1.8 million for 2007 and 2006 respectively.
- The total expenses of all Authority programs decreased by \$168,666 (or 8%). Total expenses were \$2.0 million and 2.1 million for 2007 and 2006, respectively.

USING THIS ANNUAL REPORT

The Report includes three major sections, the "management Discussion and Analysis (MD&A)", "Basic Financial Statements", and "Other Required Supplementary Information":

MD&A ~ Management's Discussion and Analysis ~
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Basic Financial Statements ~ Authority-wide Financial Statements – pgs 12-14 ~ Notes to Financial Statements – pgs 15-23

Other Required Supplementary Information ~Required Supplementary Information pgs 24-29 (other than MD&A)

The primary focus of the Authority's financial statements is on both the Authority as a whole (Authority-wide) and the major individual funds. Both perspectives (authority-wide and major fund) allow the user to address relevant questions, broaden a basis for comparison (year to year or Authority to Authority) and enhance the Authority's accountability.

SHELBY METROPOLITAN HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2007

Unaudited

AUTHORITY-WIDE FINANCIAL STATEMENTS

The Authority-wide financial statements (see pgs 12-14) are designed to be corporate-like in that all business type activities are consolidated into columns, which add to a total for the entire Authority.

These Statements include a Statement of Net Assets, which is similar to a Balance Sheet. The Statement of Net Assets reports all financial and capital resources for the Authority. The statement is presented in the format where an asset, minus liabilities, equals "Net Assets", formerly known as equity. Assets and liabilities are presented in order of liquidity, and are classified as "Current" (convertible into cash within one year), and "Non-current".

The focus of the Statement of Net Assets (the "Unrestricted Net Assets") is designed to represent the net available liquid (non-capital) assets, net of liabilities, for the entire Authority. Net Assets (formerly equity) are reported in three broad categories:

Net Assets, Invested in Capital Assets, Net of Related Debt: This component of Net Assets consists of all Capital Assets, reduced by the outstanding balances of any bonds, mortgages, notes or other borrowing that are attributable to the acquisition, construction, or improvement of those assets.

Restricted Net Assets: This component of Net Assets consists of restricted assets, when constraints are placed on the asset by creditors (such as debt covenants), grantors, contributors, laws, regulations, etc.

Unrestricted Net Assets: Consists of Net Assets that do not meet the definition of "Net Assets Invested in Capital Assets, Net of Related Debt", or "Restricted Net Assets".

The Authority-wide financial statements also include a Statement of Revenues, Expenses and changes in fund Net Assets (similar to an Income Statement). This Statement includes Operating Revenues, such as rental income, Operating Expenses, such as administrative, utilities, and maintenance, and depreciation, and Non-Operating Revenue and Expenses, such as capital grant revenue, investment income and interest expense.

The focus of the Statement of Revenues, Expenses and Changes in fund Net Assets is the "Change in Net Assets", which is similar to Net Income or Loss.

Finally, a Statement of Cash Flows is included, which discloses net cash provided by, or used for operating activities, non-capital financing activities, and from capital and related financing activities.

SHELBY METROPOLITAN HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2007

Unaudited

FUND FINANCIAL STATEMENTS

The Authority consists of exclusively Enterprise Funds. Enterprise funds utilize the full accrual basis of accounting. The Enterprise method of accounting is similar to accounting utilized by the private sector accounting.

Many of the funds maintained by the Authority are required by the Department of Housing and Urban Development. Others are segregated to enhance accountability and control.

The Authority's Funds:

Business Type Funds

Conventional Public Housing - Under the conventional Public Housing Program, the Authority rents units that it owns to low-income households. The Conventional Public Housing Program is operated under an Annual contributions contract (ACC) with HUD, and HUD provides Operating Subsidy and Capital Grant funding to enable the PHA to provide the housing at a rent that is based upon 30% of household income.

Capital Fund Program – This is the current primary funding source for the Authority's physical and management improvements. While the formula funding methodology used for the CGP was revised for the CFP, funds are still provided by formula allocation and based on size and age of your units.

Housing Choice Voucher Program – Under the Housing Choice voucher Program, the Authority administers contracts with independent landlords that own the property. The Authority subsidizes the family's rent through a Housing Assistance Payment made to the landlord. The program is administered under an Annual Contributions Contract (ACC) with HUD. HUD provides Annual Contributions Funding to enable the Authority to structure a lease that sets the participants' rent at 30% of household income.

SHELBY METROPOLITAN HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2007

Unaudited

AUTHORITY-WIDE STATEMENTS

Statement of Net Assets

The following table reflects the condensed Statement of Net Assets compared to prior year. The Authority is engaged only in Business-Type Activities.

TABLE 1
STATEMENT OF NET ASSETS

	<u>2007</u>	<u>2006</u>
Current and Other Assets	\$ 478,150	\$ 337,103
Capital Assets	<u>6,089,150</u>	<u>6,104,561</u>
Total Assets	<u>\$6,567,300</u>	<u>\$6,441,664</u>
Current Liabilities	\$ 87,011	\$ 95,146
Long-Term Liabilities	<u>47,111</u>	<u>47,203</u>
Total Liabilities	<u>\$ 134,122</u>	<u>\$ 142,344</u>
Net Assets:		
Invest in Capital Assets,		
Net of Related Debt	\$6,089,150	\$6,104,561
Restricted	109,221	0
Unrestricted	<u>234,807</u>	<u>\$ 194,754</u>
Total Net Assets	<u>\$6,433,178</u>	<u>\$6,299,315</u>

For more detailed information see page 12 for the Statement of Net Assets.

Major Factors Affecting the Statement of Net Assets

During 2007, current and other assets increased by \$141,047 and current liabilities decreased by \$8,135.

Capital assets also changed, increasing to \$ 6,433,178 from \$ 6,299,315. The \$133,863 increase may be attributed primarily to increase of Operating Revenue \$28,568 along with the increase of capital grant revenue \$193,715, and a decrease in total expenditure of \$168,666, less (\$303,586) current year depreciation and amortization. For more detail see "Capital Assets and Debt Administration" below.

SHELBY METROPOLITAN HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2007

Unaudited

Table 2 presents details on the change in Unrestricted Net Assets.

TABLE 2
CHANGE OF UNRESTRICTED NET ASSETS

Unrestricted Net Assets 12/31/06	\$194,754
Results of Operations	(167,041)
Adjustments:	
Depreciation (1)	<u>303,586</u>
Adjusted Results from Operations	
Capital Expenditures (2)	<u>(96,495)</u>
Unrestricted Net Assets 12/31/07	<u>\$234,804</u>

- (1) Depreciation is treated as an expense and reduces the results of operations but does not have an impact on unrestricted Net Assets.
- (2) Capital expenditures represent an outflow of unrestricted net assets, but are not treated as an expense against Results of Operations, and therefore must be deducted.

While the results of operations are a significant measure of the Authority's activities, the analysis of the changes in Unrestricted Net Assets provides a clearer change in financial well-being.

SHELBY METROPOLITAN HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2007

Unaudited

The following schedule compares the revenues and expenses for the current and previous fiscal year. The Authority is engaging only in Business-Type Activities.

TABLE 3
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS

	2007	2006
Revenues		
Tenant Revenue – Rents and Other	\$ 351,546	\$ 350,373
Operating Subsidies and Grants	1,408,387	1,361,663
Capital Grants	284,196	90,481
Investment Income	14,594	9,882
Other Revenues	<u>31,183</u>	<u>48,398</u>
Total Revenues	<u>\$2,089,906</u>	<u>\$1,860,797</u>
Expenses		
Administrative	\$ 439,846	\$ 479,610
Tenant Services	2,284	3,712
Utilities	148,665	156,164
Maintenance	276,255	274,967
General	96,439	99,162
Housing Assistance Payments	688,968	825,826
Depreciation	<u>303,586</u>	<u>285,268</u>
Total Expenses	<u>\$1,956,043</u>	<u>\$2,124,709</u>
Net Increase/ (Decrease)	<u>\$ 133,863</u>	<u>\$ (263,912)</u>

MAJOR FACTORS AFFECTING THE STATEMENT OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS

Tenant revenue increased during 2007 in comparison to 2006. This was due to a increase in unit months leased and higher rent for tenants working during 2007. Operating subsidies, increased and capital grants increased. The increase was due to a significant increase in operating subsidy to cover the decrease in the average dwelling rent. Other income decreased in 2007 due to Section 8 Fraud Recovery.

Administrative cost decreased due largely to the decrease in other operating cost. Tenant services decreased due to a decrease in Resident Council activities as a result of reduced Resident Participation funding. Utility costs remained stable. Maintenance costs overall remained stable. General expenses remained stable.

Housing Assistance Payments increase due to a higher level of leasing activities within the Authority's Housing Choice Voucher Program and increase in grants due to lower average dwelling rent and administration of new local programs. Under its Local program, Shelby MHA administers a tenant based rental assistance program in essentially the same manner it does its Section 8 Housing Choice Voucher program except the funding for the program is being provided by local sources rather than by HUD. **SMHA appreciates the opportunity to partner with local government to provide additional housing assistance for Shelby County residents.**

SHELBY METROPOLITAN HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2007

Unaudited

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

As of December 31, 2007, the Authority had \$ 6.1 million invested in a variety of capital assets as reflected in the following schedule, which represents a net decrease (addition, deductions and depreciation) of \$15,411 or less than 1% from the end of last year.

**TABLE 4
CAPITAL ASSETS AT YEAR-END
(NET OF DEPRECIATION)**

	<u>2007</u>	<u>2006</u>
Land and land rights	\$1,685,579	\$1,685,579
Buildings	9,008,382	8,834,801
Equipment - Administrative	255,023	291,946
Equipment - Dwelling	484,071	475,551
Construction in Progress	162,528	82,432
Accumulated Depreciation	<u>\$5,506,433</u>	<u>\$5,265,748</u>
Total	<u>\$6,089,150</u>	<u>\$6,104,561</u>

The following reconciliation summarizes the change in Capital Assets, which is presented in detail on page 19 of the notes.

**TABLE 5
CHANGE IN CAPITAL ASSETS
(IN MILLIONS)**

	<u>Business-Type Activities</u>
Beginning Balance	\$6,104,561
Additions, Net of Retirements	225,274
Depreciation and Amortization	<u>(240,685)</u>
Ending Balance	<u>\$6,089,150</u>

This year major additions primarily capital expenditures related to modernizing the Authority's housing projects.

Debt Outstanding

As of year-end, the Authority has no debt (bonds, notes, etc.) outstanding.

SHELBY METROPOLITAN HOUSING AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2007

Unaudited

ECONOMIC FACTORS

Significant economic factors affecting the Authority are as follows:

- Federal funding provided by Congress to the Department of Housing and Urban Development
- Local labor supply and demand, which can affect salary and wage rates
- Local inflationary, recessionary and employment trends, which can affect resident incomes and therefore the amount of housing assistance
- Inflationary pressure on utility rates, supplies and other costs
- Local rental market rates and housing stock supply and demand, which affects the Authority's ability to maintain leasing rates

FINANCIAL CONTACT

The individual to be contacted regarding this report is Judith Wells, Financial Director of the Shelby Metropolitan Housing Authority, at (937) 498-9898. Specific requests may be submitted to the Shelby Housing Authority at 706 N. Wagner Avenue, Sidney, Ohio 45365.

SHELBY METROPOLITAN HOUSING AUTHORITY

STATEMENT OF NET ASSETS

DECEMBER 31, 2007

ASSETS

CURRENT ASSETS

Cash and Cash Equivalents	\$	428,467
Intergovernmental Receivables		4,004
Miscellaneous Receivables		6,312
Tenant Receivables - Net of \$4,060 Allowance		0
Fraud Recovery - Net of \$24,000 Allowance		15,917
Inventory		22,450
Prepaid Expenses		1,000
TOTAL CURRENT ASSETS	\$	<u>478,150</u>

NONCURRENT ASSETS

Property and Equipment - Net of \$5,506,433 Accumulated Depreciation	\$	<u>6,089,150</u>
TOTAL ASSETS	\$	<u><u>6,567,300</u></u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts Payable	\$	24,995
Intergovernmental Payable		20,288
Tenant Security Deposits		32,823
Accrued Wages and Payroll Taxes		8,905
TOTAL CURRENT LIABILITIES	\$	<u>87,011</u>

NONCURRENT LIABILITIES

Other Liabilities	\$	<u>47,111</u>
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NET ASSETS

Invested in Capital Assets, Net of Related Debt	\$	6,089,150
Restricted Net Assets		109,221
Unrestricted Net Assets		<u>234,807</u>
TOTAL NET ASSETS	\$	<u><u>6,433,178</u></u>

See Accompanying Notes to the Basic Financial Statements

SHELBY METROPOLITAN HOUSING AUTHORITY

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS

FOR THE YEAR ENDED DECEMBER 31, 2007

REVENUE

Program Operating Grants/Subsidies	\$	1,358,727
Rental Income		351,546
Other Income		<u>78,729</u>
TOTAL OPERATING REVENUE	\$	<u>1,789,002</u>

EXPENSES (Before Depreciation)

Housing Assistance Payments	\$	688,968
Utilities		148,665
Material and Labor		276,255
Administrative Salaries		243,523
Employee Benefits		139,871
Auditing Fees		4,717
Other Administrative		51,735
General		96,439
Residential Services		2,284
Depreciation		<u>303,586</u>
TOTAL EXPENSES	\$	<u>1,956,043</u>

OPERATING LOSS \$ (167,041)

NONOPERATING REVENUES/(EXPENSES)

Interest and Investment Revenue		14,594
Gain on Sale of Assets		2,114
Capital Grants		<u>284,196</u>
	\$	<u>300,904</u>

CHANGE IN NET ASSETS \$ 133,863

NET ASSETS, Beginning of year 6,299,315

NET ASSETS, End of year \$ 6,433,178

See Accompanying Notes to the Basic Financial Statements

SHELBY METROPOLITAN HOUSING AUTHORITY

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2007**

CASH FLOWS FROM OPERATING ACTIVITIES

Cash Received from HUD/Grants	\$ 1,358,727
Cash Received from Tenants	352,677
Cash Received from Other Income	81,060
Cash Payments for Housing Assistance Payments	(688,968)
Cash Payments for Other Operating Expenses	(968,671)
NET CASH USED FOR OPERATING ACTIVITIES	<u>\$ 134,825</u>

**CASH FLOWS FROM CAPITAL AND RELATED
FINANCING ACTIVITIES**

Purchase of Property and Equipment	\$ (325,098)
Sale of Assets	42,097
Capital Grants Received	<u>284,196</u>
NET CASH PROVIDED BY CAPITAL AND RELATED FINANCING ACTIVITIES	<u>\$ 1,195</u>

CASH FLOWS FROM INVESTING ACTIVITIES

Interest Received	<u>\$ 14,594</u>
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NET INCREASE IN CASH AND CASH EQUIVALENTS \$ 150,614

CASH AND CASH EQUIVALENTS, BEGINNING 277,853

CASH AND CASH EQUIVALENTS, ENDING \$ 428,467

**RECONCILIATION OF OPERATING INCOME TO NET CASH
USED BY OPERATING ACTIVITIES**

Net Operating Loss	\$ (167,041)
Adjustments to Reconcile Net Loss to Net Cash Provided by Operating Activities:	
Depreciation	303,586
Changes in Operating Assets and Liabilities that Increase/Decrease Cash Flows:	
Receivables	3,462
Inventory	685
Prepaid Expenses	2,360
Accounts Payable	1,602
Accrued Wages and Payroll Taxes	(5,920)
Intergovernmental Payables	(5,269)
Other Liabilities	(92)
Tenant Security Deposits	<u>1,452</u>
NET CASH USED FOR OPERATING ACTIVITIES	<u><u>\$ 134,825</u></u>

See Accompanying Notes to the Basic Financial Statements

SHELBY METROPOLITAN HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
FOR YEAR ENDED DECEMBER 31, 2007

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization and Reporting Entity

The Shelby Metropolitan Housing Authority (the Authority) was created under the Ohio Revised Code Section (3735.27 to engage in the acquisition, development, leasing and administration of a low-rent housing program. An Annual Contributions Contract (ACC) was signed by the Authority and the U.S. Department of Housing and Urban Development (HUD) under the provisions of the United States Housing Act of 1937 (42 U.S.C. 1437) Section 1.1. The Authority was also created in accordance with state law to eliminate housing conditions which are detrimental to the public peace, health, safety, morals or welfare by purchasing, acquiring, constructing, maintaining, operating, improving, extending and repairing housing facilities.

The nucleus of the financial reporting entity as defined by the Government Accounting Standards Board (GASB) Statement No. 14 is the “primary government”. A fundamental characteristic of a primary government is that it is a fiscally independent entity. In evaluating how to define the financial reporting entity, management has considered all potential component units. A component unit is a legally separate entity for which the primary government is financially accountable. The criteria of financial accountability is the ability of the primary government to impose its will upon the potential component unit. These criteria were considered in determining the reporting entity. The Authority is not a component unit of a larger entity.

Basis of Presentation

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

In accordance with GASB Statement No. 20, *Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting*, the Authority has elected to apply the provisions of Statements and Interpretations of the Financial Accounting Standards Board issued after November 30, 1989 that do not conflict with GASB pronouncements. The Authority will continue applying all applicable pronouncements issued by the Governmental Accounting Standards Board.

The Authority’s basic financial statements consist of a statement of net assets, a statement of revenues, expenses, and changes in net assets, and a statement of cash flows.

The Authority uses a single enterprise fund to maintain its financial records on an accrual basis. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts.

Enterprise fund reporting focuses on the determination of the change of net assets, financial position and cash flows. An enterprise fund may be used to account for any activity for which a fee is charged to external users for goods and services.

Measurement Focus and Basis of Accounting

The enterprise fund is accounted for on a flow of economic resources measurement focus and the accrual basis of accounting. All assets and all liabilities associated with the operation of the Authority are included on the statement of net assets. The statement of changes in net assets presents increases (i.e., revenues) and decreases (i.e., expenses) in net total assets. The statement of cash flows provides information about how the Authority finances and meets the cash flow of its enterprise activity.

SHELBY METROPOLITAN HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2007

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus and Basis of Accounting (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 operation. The principal operating revenues of the Authority's enterprise fund are charges to tenants for rent and operating subsidies from HUD. Operating expenses for the enterprise fund include the costs of facility maintenance, housing assistance payments, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statement, and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents

For the purpose of the statement of cash flows, cash and cash equivalents include all highly liquid debt instruments with original maturities of three months or less.

Inventory

Inventory consists of materials and supplies and are stated at cost (first-in, first-out method), which approximates market. The Board believes no allowance is needed for obsolete inventory.

Receivable – net of allowance

Bad debts are provided on the allowance method based on management's evaluation of the collectibility of outstanding tenant receivable balances at the end of the year. The allowance of uncollectible receivable was \$4,060 for tenant receivables and \$24,000 for fraud receivables at December 31, 2007.

Fixed Assets

Fixed assets are stated at cost and depreciation is computed using the straight-line method over an estimated useful life of the assets. The cost of normal maintenance and repairs, the do not add to the value of the asset or materially extend the asset life, are not capitalized.

SHELBY METROPOLITAN HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2007

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Compensated Absences

The Authority accounts for compensated absences in accordance with GASB Statement No. 16. Sick leave and other compensated absences with similar characteristics are accrued as a liability based on sick leave accumulated at the balance sheet date by those employees who currently are eligible to receive termination payments. To calculate the liability, these accumulations are reduced to the maximum amount allowed as a termination payment.

All employees who meet the termination policy of the Authority for years of service are included in the calculation of the compensated absence accrual amount.

Vacation leave and other compensated absences with similar characteristics are accrued as a liability as the benefits are earned by the employees if both of the following conditions are met: (1) the employees' rights to receive compensation are attributable to services already rendered and are not contingent on a specific event that is outside the control of the employer and employee. (2) It is probable that the employer will compensate the employees for the benefits through paid time off or some other means, such as cash payments at termination or retirement.

In the proprietary fund, the compensated absences are expensed when earned with the amount reported as a fund liability.

Investments

The provisions of the HUD Regulations restrict investments. Investments are stated at fair value. Cost based measures were applied to nonnegotiable certificates of deposit and money market investments. Interest income earned in fiscal year ending December 31, 2007 totaled \$14,594.

Due From/To Other Programs

Inter-program receivables and payables on the FDS Schedule on pages 24-27 are eliminated on the Statement of Net Assets.

Prepaid Expenses

Payments made to vendors for services that will be benefit periods beyond December 31, 2007, are recorded as prepaid expenses using the consumption method. A current asset for the amount is recorded at the time of the purchase and expense is reported in the year in which the services are consumed.

SHELBY METROPOLITAN HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2007

NOTE 2 – CASH AND CASH EQUIVALENTS

Cash

State statutes classify monies held by the Authority into three categories.

Active deposits are public deposits necessary to meet current demands on the treasury. Such monies must be maintained either as cash in the Authority's Treasury, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

Inactive deposits are public deposits that the Authority has identified as not required for use within the current two-year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to passbook accounts.

Interim deposits are deposits of interim monies. Interim monies are those monies, which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit or by savings or deposit accounts including passbook accounts.

Protection of Authority's deposits is provided by the Federal Deposit Insurance Corporation (FDIC), by eligible securities pledged by the financial institution as security for repayment, by surety company bonds deposited with the treasurer by the financial institution or by a single collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution.

The Authority's deposits are categorized to give an indication of the level of risk assumed by the entity at year end. Category 1 includes deposits that are insured or collateralized with securities held by the Authority or its safekeeping agent in the Authority's name. Category 2 includes uninsured deposits collateralized with securities held by the pledging financial institution's trust department or safekeeping agent in the Authority's name. Category 3 includes uninsured and uncollateralized deposits, including any bank balance that is collateralized with securities held by the pledging institution, or by its trust department or safekeeping agent, but not in the Authority's name.

The carrying amount of the Authority's deposits was \$428,467 at December 31, 2007. The corresponding bank balances were \$303,081.

The following show the Authority's deposits (bank balance) in each category:

- Category 1. \$263,488 was covered by federal depository insurance.
- Category 3. \$164,979 was covered by collateral held by the pledging financial institution, in the name of the Authority.

Collateral is required for demand deposits and certificates of deposit at 110 percent of all deposits not covered by federal deposit insurance. Obligations that may be pledged as collateral are obligations of the United States and its agencies and obligations of the State and its municipalities, school districts, and district corporations. Obligations pledged to secure deposits must be delivered to a bank other than the institution in which the deposit is made. Written custodial agreements are required.

Investments

HUD, State Statute and Board Resolutions authorize the Authority to invest in obligations of U.S. Treasury, agencies and instrumentalities, certificates of deposit, repurchase agreements, money market deposit accounts, municipal

SHELBY METROPOLITAN HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2007

NOTE 2 – CASH AND CASH EQUIVALENTS (Continued)

Investments

depository fund, super NOW accounts, sweep accounts, separate trading of registered interest and principal of securities, mutual funds, bonds and other obligations of this State, and the State Treasurer’s investment pool. Investments in stripped principal or interest obligations reverse repurchase agreements and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage and short selling are also prohibited. An investment must mature within five years from the date of purchase unless matched to a specific obligation or debt of the Authority, and must be purchased with the expectation that it will be held to maturity. Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the treasurer or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

The Authority’s investments are categorized to give an indication of the level of risk assumed by the entity at year-end. Category A includes investments that are insured or registered or for which the securities are held by the Authority or its agent in the Authority’s name. Category B includes uninsured and unregistered investments for which the securities are held by the counterparty’s Trust department or agent in the Authority’s name. Category C includes uninsured and unregistered investments for which securities are held by the counterparty or its Trust department but not in the Authority’s name. Star Ohio is not classified, since it is not evidenced by securities that exist in physical or book entry form.

The Authority’s deposits are classified as cash on the balance sheet and are considered as deposits for GASB 3 purposes. Therefore, the categories described above do not apply.

NOTE 3 – PROPERTY AND EQUIPMENT

A summary of property and equipment at December 31, 2007, by class is as follows:

Buildings and Building Improvements	\$ 9,008,382
Land and Land Improvements	1,685,579
Furniture and Fixtures, Equipment and Moving Vehicles	739,094
Construction In Progress	<u>162,528</u>
Total	\$ 11,595,583
Less Accumulated Depreciation	<u>(5,506,433)</u>
Net Property and Equipment	<u>\$ 6,089,150</u>

The depreciation expense for year ended December 31, 2007 is \$303,586.

The following is a summary of changes:

	Balance			Balance
	<u>12/31/06</u>	<u>Additions</u>	<u>Deletion</u>	<u>12/31/07</u>
Land	\$ 1,685,579	\$ 0	\$ 0	\$ 1,685,579
Buildings	8,834,801	173,581	0	9,008,382
Furniture, Mach. And Equip.	767,497	34,498	(62,901)	739,094
Construction In Progress	<u>82,432</u>	<u>162,528</u>	<u>(82,432)</u>	<u>162,528</u>
Total Fixed Assets	<u>\$11,370,309</u>	<u>\$ 370,607</u>	<u>\$ 145,333</u>	<u>\$11,595,583</u>

SHELBY COUNTY METROPOLITAN HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2007

NOTE 4 – DEFINED BENEFIT PENSION PLANS – PUBLIC EMPLOYEES RETIREMENT SYSTEM

All employees participate in the Ohio Public Employees Retirement System of Ohio (OPERS), a cost sharing multiple employer public employee retirement system administered by the Ohio Public Employee Retirement Board. OPERS has provided the following information to the Authority in order to assist the Authority in complying with GASB Statement No. 27, *Accounting for Pensions by State and Local Governmental Employers* (Statement No. 27). OPERS administers three separate pension plans as described below:

- A. The Traditional Pension Plan – a cost-sharing multiple-employer defined benefit pension plan.
- B. The Member-Directed Plan – a defined contribution plan in which the member invests both member and employer contributions (employer contributions vest over five years at 20% per year). Under the Member-Directed Plan members accumulate retirement assets equal to the value of member and (vested) employer contributions plus any investment earnings thereon.
- C. The Combined Plan – a cost-sharing multiple-employer defined benefit pension plan. Under the Combined Plan employer contributions are invested by the retirement system to provide a formula retirement benefit similar in nature to the traditional Pension Plan benefit. Member contributions, the investment of which is self-directed by the members, accumulate retirement assets in a manner similar to the Member-Directed Plan.
- D. OPERS provides retirement, disability, survivor and death benefits, and annual cost of living adjustments to members of the Tradition Plan and Combined Plans. Members of the Member-Directed Plan do not quality for ancillary benefits.
- E. Authority to establish and amend benefits is provided by state statute per Chapter 145 of the ORC.
- F. OPERS issues a stand-alone financial report. Interested parties may obtain a copy at www.opers.org, by making a written request to OPERS at: 277 East Town Street, Columbus, Ohio 43215-4642, or by calling (614) 222-5601 or 1-800-222PERS (7377).
- G. The ORC provides statutory authority for employee and employer contributions. The Authority's employee contribution rate in 2006 was 9.0%. The Authority's contribution rate, as an employer, was 13.70% of covered payroll.
- H. The Authority's employer share contributions to OPERS for the three years ended December 31, 2007, 2006, and 2005 were \$56,525, \$53,942 and \$53,752, respectively, or 71% of the required contributions for 2007, and equal to the required contributions for 2006 and 2005.

OPERS members are eligible to retire at any age with 30 years of service, at age 60 with at least 5 years of service or at age 55 with at least 25 years of service. Those retiring with less than 30 years of service or less than age 65 receive reduced benefits. Under the Traditional Pension Plan, eligible employees are entitled to a monthly retirement benefit equal to 2.2% of the average of their three highest years of earnings multiplied by the first 30 years of service plus 2.5% of the average of their three highest years for each year in excess of 30. Under the Member-Directed Plan, eligible members are entitled to a monthly benefit dependent upon the performance of the OPERS investment options the member selected. OPERS also provides death and disability benefits. Under the Combined Plan, eligible members are entitled to a monthly benefit equal to 1.0% of the average of their three highest years for each year in excess of 30. Additionally, under the Combined Plan, a benefit is provided based on the performance of the OPERS investment options the member selected. OPERS also provides death and disability benefits. Benefits are established by the ORC.

SHELBY COUNTY METROPOLITAN HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2007

NOTE 5 – POST- EMPLOYMENT BENEFITS PUBLIC EMPLOYEES RETIREMENT SYSTEM

OPERS has provided the following information pertaining to other post employment benefits for health care costs in order to assist the Authority in complying with GASB Statement No. 12, *Disclosure of Information on Post employment Benefits Other Than Pension Benefits by State and Local Government Employers* (Statement No. 12).

- A. Ohio Public Employees Retirement System (OPERS) administers three separate pension plans: The Traditional Pension Plan – a cost sharing multiple-employer defined benefit pension plan; the Member-Directed Plan – a defined contribution plan; and the Combined Plan – a cost-sharing multiple-employer defined benefit pension plan that has elements of both a defined benefit and defined contribution plan.

OPERS provides retirement, disability, survivor, and postretirement health care benefits to qualifying members of both the Traditional and the Combined Plans; however, health care benefits are not statutorily guaranteed. Members of the Member-Directed Plan do not qualify for ancillary benefits, including post employment health care coverage.

In order to qualify for postretirement health care coverage, age and service retirees under the Traditional Pension and Combined Plans must have 10 or more years of qualifying Ohio service credit. Health care coverage for disability recipients and primary survivor recipients is available. The health care coverage provided by the Retirement System is considered an Other Post employment benefit (OPEB) as described in GASB Statement No. 12.

A portion of each employer's contribution to OPERS is set aside for the funding of postretirement health care. The Ohio Revised Code provides statutory authority for employer contributions. The 2006 employer contribution rate for local government employer units was 13.70% of covered payroll and 4.50% was used to fund health care for the year.

- B. The Ohio Revised Code provides the statutory authority requiring public employers to fund postretirement health care through their contributions to OPERS.

- C. Summary of Assumptions:

Actuarial Review. The assumptions and calculations below were based on the Systems latest Actuarial Review performed as of December 31, 2006.

Funding Method. An entry age normal actuarial cost method of valuation is used in determining the present value of OPEB. The difference between assumed and actual experience (actuarial gains and losses) becomes part of unfunded actuarial accrued liability.

Assets Valuation Method. All investments are carried at market value. For actuarial valuation purposes, a smoothed market approach is used. Under this approach assets are adjusted annually to reflect 25% of unrealized market appreciation or depreciation on investment assets.

Investment Return. The investment assumption rate for 2006 was 6.50%.

Active Employee Total Payroll. An annual increase of 4.00% compounded annually is the based portion of the individual pay increase assumption. This assumes no change in the number of active employees. Additionally, annual pay increases, over and above the 4.00% base increase, were assumed to range from .50% to 6.3%.

SHELBY COUNTY METROPOLITAN HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2006

NOTE 5 – POST- EMPLOYMENT BENEFITS PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)

Health care. Health care costs were assumed to increase at the projected wage inflation rate plus an additional factor ranging from .50% to 6.0% for the next 9 years. In subsequent years (10 and beyond) health care costs were assumed to increase at 4.00% (the projected wage inflation rate).

D. OPEB are advanced-funded on an actuarially determined basis. The following disclosures are required:

1. The number of active contributing participants in the Traditional Pension and Combined Plans at year end 2006 was 374,979.
2. The Authority's contribution used to fund OPEB was \$19,110.
3. \$12 billion represents the actuarial value of the retirement System's net assets available for OPEB at December 31, 2006.
4. The actuarially accrued liability and the unfunded actuarial accrued liability, based on the actuarial cost method used, were \$30.7 billion and \$18.7 billion, respectively.

E. OPERS Board adopts a Health care Preservation Plan:

The Health care Preservation Plan (HCPP) adopted by the OPERS Retirement Board on September 9, 2004, was effective January 1, 2007. In addition to the HCPP, OPERS has taken additional action to improve the solvency of the Health Care fund in 2005 by creating a separate investment pool for health care assets. As an additional component of the HCPP, members and employer contribution rates increased as of January 1, 2007 and January 1, 2008, which will allow additional funds to be allocated to the health care plan.

There are no post employment benefits provided by the Authority other than those provided through OPERS.

The liability for past service costs at the time OPERS was established was assumed by the State of Ohio; therefore, it is not a liability of the Authority. The Authority is current on all of its required pension fund contributions.

NOTE 6 – DEFINED BENEFIT PLANS

Effective February 1, 2006, The Board adopted a new health care plan in its continuing effort to respond to the rise in cost of health care. The new plan will result in higher deductibles: \$2,500 per employee annually and \$5,000 per family annually. The plan will include the authority providing each employee covered under the plan a \$200 per month allowance toward a housing authority savings (HAS) plan account. This contribution is being made to assist the employee with their \$2,500 annual deductible.

SHELBY METROPOLITAN HOUSING AUTHORITY
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2007

NOTE 7 – COMPENSATED ABSENCES

Vacation and sick leave policies are established by the Board of Commissioners based on local and state laws.

All permanent employees will earn one and ¼ days sick leave per month to a maximum of 180 days. The Authority's policy is to accrue sick leave for employees five years before retirement. All permanent employees will earn vacation hours accumulated based on length of service. All vacation time accumulated will be paid upon separation to a maximum of four weeks.

At December 31, 2007 based on the vesting method, \$47,111 was accrued by the Authority for unused vacation and sick time, it is managements belief this to be all long- term.

NOTE 8 – CONTINGENCIES

Grants

The Authority received financial assistance from federal and state agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the Authority. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the Authority at December 31, 2007.

Risk Management

The Housing Authority maintains comprehensive insurance coverage with private carriers for health, real property, building contents, and vehicles. Vehicle policies include liability coverage for bodily injury and property damage. There was no significant reduction in coverage and no settlements exceeded insurance coverage during the past three years.

Litigation and Claims

In the normal course of operations, the Authority may be subject to litigation and claims. At December 31, 2007 the Authority was involved in no matters which management believes would have a material effect on the financial statements.

NOTE 9 – BASIS OF PRESENTATION

The accompanying schedule of federal awards includes the federal grant activity of Shelby Metropolitan Housing Authority and is presented on the accrual basis of accounting.

NOTE 10 –PAYMENT IN LIEU OF TAXES

The Authority has cooperation agreements with certain municipalities under which it makes payment in lieu of real estate taxes for various public services. Expense recognized for payment in lieu of taxes totaled \$21,099

SHELBY METROPOLITAN HOUSING AUTHORITY
COMBINING BALANCE SHEET
FDS SCHEDULE SUBMITTED TO HUD
DECEMBER 31, 2007

FDS Line Item No.	Account Description	Low Rent	Housing Choice Voucher	Capital Fund Program	State/ Local	TOTAL
<u>ASSETS</u>						
111	Cash - Unrestricted	\$223,453	\$95,793	\$0	\$0	\$319,246
113	Cash - Other Restricted	\$0	\$109,221			\$109,221
100	Total Cash	\$223,453	\$205,014	\$0	\$0	\$428,467
121	Accounts Receivable - PHA Projects	\$0	\$254	\$0	\$0	\$254
122	Accounts Receivable - HUD Other Projects	\$0	\$0	\$3,750	\$0	\$3,750
124	Accounts Receivable - Other Government	\$0	\$0	\$0	\$0	\$0
125	Accounts Receivable - Miscellaneous	\$6,312	\$0	\$0	\$0	\$6,312
126	Accounts Receivable-Tenants-Dwelling Rents	\$4,060	\$0	\$0	\$0	\$4,060
126.1	Allowance for Doubtful Accounts - Dwelling	(\$4,060)	\$0	\$0	\$0	(\$4,060)
128	Fraud Recovery	\$2,500	\$37,417	\$0	\$0	\$39,917
128.1	Allowance for Doubtful Accounts - Fraud	\$0	(\$24,000)	\$0	\$0	(\$24,000)
120	Total Receivables, net of allowances for doubtful accounts	\$8,812	\$13,671	\$3,750	\$0	\$26,233
142	Prepaid Expenses and Other Assets	\$1,000	\$0	\$0	\$0	\$1,000
143	Inventories	\$22,450	\$0	\$0	\$0	\$22,450
143.1	Allowance for Obsolete Inventories	\$0	\$0	\$0	\$0	\$0
144	Interprogram Due From	\$3,750	\$6,775	\$0	\$0	\$10,525
150	TOTAL CURRENT ASSETS	\$259,465	\$225,460	\$3,750	\$0	\$488,675
161	Land	\$1,685,579	\$0	\$0	\$0	\$1,685,579
162	Buildings	\$8,834,802	\$0	\$173,580	\$0	\$9,008,382
163	Furniture, Equipment & Machinery - Dwellings	\$475,551	\$0	\$8,520	\$0	\$484,071
164	Furniture, Equipment & Machinery - Administration	\$218,706	\$14,317	\$22,000	\$0	\$255,023
166	Accumulated Depreciation	(\$5,483,278)	(\$14,317)	(\$8,838)	\$0	(\$5,506,433)
167	Construction in Progress	\$0	\$0	\$162,528	\$0	\$162,528
150	TOTAL FIXED ASSETS, NET OF ACCUMULATED DEPRECIATION	\$5,731,360	\$0	\$357,790	\$0	\$6,089,150
190	TOTAL ASSETS	\$5,990,825	\$225,460	\$361,540	\$0	\$6,577,825

SHELBY METROPOLITAN HOUSING AUTHORITY
COMBINING BALANCE SHEET
FDS SCHEDULE SUBMITTED TO HUD
DECEMBER 31, 2007

FDS Line Item No.	Account Description	Low Rent	Housing Choice Voucher	Capital Fund Program	State/ Local	TOTAL
<u>LIABILITIES & RETAINED EARNINGS</u>						
312	Accounts Payable <= 90 days	\$24,995	\$0	\$0	\$0	\$24,995
321	Accrued Wage/ Payroll Taxes Payable	\$7,492	\$1,413	\$0	\$0	\$8,905
322	Accrued Compensated Absences - Current	\$0	\$0	\$0	\$0	\$0
331	Accounts Payable - HUD PHA Programs	\$0	\$0	\$0	\$0	\$0
333	Accounts Payable - Other Government	\$20,288	\$0	\$0	\$0	\$20,288
341	Tenant Security Deposits	\$32,823	\$0	\$0	\$0	\$32,823
342	Deferred Revenue	\$0	\$0	\$0	\$0	\$0
347	Interprogram Due To	\$6,775	\$0	\$3,750	\$0	\$10,525
310	TOTAL CURRENT LIABILITIES	\$92,373	\$1,413	\$3,750	\$0	\$97,536
354	Accrued Compensated Absences-Noncurrent	\$39,204	\$7,907	\$0	\$0	\$47,111
300	TOTAL LIABILITIES	\$131,577	\$9,320	\$3,750	\$0	\$144,647
<u>EQUITY</u>						
504	Net HUD PHA Contributions	\$5,731,360	\$0	\$357,790	\$0	\$6,089,150
508	Total Contributed Capital	\$5,731,360	\$0	\$357,790	\$0	\$6,089,150
511.1	Restricted Net Assets	\$0	\$109,221	\$0	\$0	\$109,221
512.1	Unrestricted Net Assets	\$127,888	\$106,919	\$0	\$0	\$234,807
513	TOTAL EQUITY/ NET ASSETS	\$5,859,248	\$216,140	\$357,790	\$0	\$6,433,178
600	TOTAL LIABILITIES & EQUITY	\$5,990,825	\$225,460	\$361,540	\$0	\$6,577,825

SHELBY METROPOLITAN HOUSING AUTHORITY
COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
RETAINED EARNINGS
FDS SCHEDULE SUBMITTED TO HUD
DECEMBER 31, 2007

FDS Line Item No.	Account Description	Low Rent	Housing Choice Vouchers	Capital Fund Program	State/ Local	TOTAL
<u>REVENUE</u>						
703	Net Tenant Rental Revenue	\$347,928	\$0	\$0	\$0	\$347,928
704	Tenant Revenue - Other	\$3,618	\$0	\$0	\$0	\$3,618
705	Total Tenant Revenue	\$351,546	\$0	\$0	\$0	\$351,546
706	HUD PHA Operating Grants	\$398,198	\$905,267	\$55,262	\$0	\$1,358,727
706.1	Capital Grants	\$0	\$0	\$284,196	\$0	\$284,196
708	Other Government Grants	\$0	\$49,660	\$0	\$0	\$49,660
711	Investment Income - Unrestricted	\$8,591	\$5,675	\$0	\$0	\$14,266
714	Fraud Recovery	\$0	\$8,438	\$0	\$0	\$8,438
715	Other Revenue	\$18,398	\$2,233	\$0	\$0	\$20,631
716	Gain/Loss on Sale of Fixed Assets	\$2,114	\$0	\$0	\$0	\$2,114
720	Investment Income - Restricted	\$0	\$328	\$0	\$0	\$328
700	TOTAL REVENUE	\$778,847	\$971,601	\$339,458	\$0	\$2,089,906
<u>EXPENSES</u>						
911	Administrative Salaries	\$152,871	\$77,752	\$12,900	\$0	\$243,523
912	Auditing Fees	\$3,737	\$980	\$0	\$0	\$4,717
914	Compensated Absences	(\$462)	\$368	\$0	\$0	(\$94)
915	Employee Benefit Contributions - Admin.	\$57,833	\$20,838	\$2,100	\$0	\$80,771
916	Other Operating - Administrative	\$36,248	\$15,487	\$0	\$0	\$51,735
924	Tenant Services - Other	\$2,284	\$0	\$0	\$0	\$2,284
931	Utilities - Water	\$51,477	\$0	\$0	\$0	\$51,477
932	Utilities - Electricity	\$62,016	\$0	\$0	\$0	\$62,016
933	Utilities - Gas	\$35,172	\$0	\$0	\$0	\$35,172
941	Ordinary Maintenance & Operations-labor	\$156,469	\$0	\$0	\$0	\$156,469
942	Ordinary Maintenance & Operations - Materials & Other	\$22,338	\$0	\$0	\$0	\$22,338
943	Ordinary Maintenance & Operations - Contract Costs	\$97,448	\$0	\$0	\$0	\$97,448
945	Employee Benefit Contributions - Ordinary Maintenance	\$59,194	\$0	\$0	\$0	\$59,194
961	Insurance Premiums	\$54,058	\$8,550	\$0	\$0	\$62,608
962	Other General Expenses	\$648	\$196	\$0	\$0	\$844
963	Payment in Lieu of Taxes	\$21,099	\$0	\$0	\$0	\$21,099
964	Bad Debts - Tenant Rents	\$11,888	\$0	\$0	\$0	\$11,888
969	TOTAL OPERATING EXPENSES	\$824,318	\$124,171	\$15,000	\$0	\$963,489
970	Excess Operating Revenue Over Operating Expenses	(\$45,471)	\$847,430	\$324,458	\$0	\$1,126,417
973	Housing Assistance Payments	\$0	\$688,968	\$0	\$0	\$688,968
974	Depreciation	\$294,748	\$0	\$8,838	\$0	\$303,586
900	TOTAL EXPENSES/ OTHER FINANCIAL SOURCES (USES)	\$1,119,066	\$813,139	\$23,838	\$0	\$1,956,043

SHELBY METROPOLITAN HOUSING AUTHORITY
COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
RETAINED EARNINGS
FDS SCHEDULE SUBMITTED TO HUD
DECEMBER 31, 2007

FDS Line Item No.	Account Description	Low Rent	Housing Choice Vouchers	Capital Fund Program	State/ Local	TOTAL
1001	Transfers in	\$40,262	\$0	\$0	\$0	\$40,262
1002	Transfers Out	\$0	\$0	(\$40,262)	\$0	(\$40,262)
1000	Excess (Deficiency) of Operating Revenue Over (Under) Expenses	(\$299,957)	\$158,462	\$275,358	\$0	\$133,863
1103	Beginning Equity	\$5,950,191	\$57,678	\$291,446	\$0	\$6,299,315
1104	Prior Period Adjustments, Equity Transfers and Correction of Errors	\$209,014	\$0	(\$209,014)	\$0	\$0
513	Total Equity/Net Assets	<u>\$5,859,248</u>	<u>\$216,140</u>	<u>\$357,790</u>	<u>\$0</u>	<u>\$6,433,178</u>
1113	Maximum Annual Contributions Commitment (Per ACC)	\$0	\$0	\$0	\$0	\$0
114	Prorata Maximum Annual Contributions	\$0	\$0	\$0	\$0	\$0
1115	Contingency Reserve, ACC Program Reserve	\$0	\$0	\$0	\$0	\$0
1116	Total Annual Contributions Available	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
1120	Unit Months Available	2,100	2,628	0	0	4,728
1121	Number of Units Months Leased	2,060	2,584	0	0	4,644

SHELBY METROPOLITAN HOUSING AUTHORITY

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED DECEMBER 31, 2007

	<u>Federal CFDA Number</u>	<u>Funds Expended</u>
<u>FROM U. S. DEPT. OF HUD DIRECT PROGRAMS</u>		
Annual Contribution Public Housing:		
PHA Owned Housing:		
Operating Subsidy - Low Rent	14.850	\$ <u>398,198</u>
Modernization Program:		
Capital Fund Program	14.872	\$ <u>339,458</u>
 Annual Contribution Contract C-5098:		
Housing Assistance Payments:		
Choice Voucher	14.871	\$ <u>905,267</u>
 TOTAL - ALL PROGRAMS		\$ <u><u>1,642,923</u></u>

BASIS OF PRESENTATION

The accompanying schedule of federal awards includes the federal grant activity of Shelby Metropolitan Housing Authority and is presented on the accrual basis of accounting.

The accompanying notes to this schedule are an integral part of this schedule.

SHELBY METROPOLITAN HOUSING AUTHORITY
SCHEDULE OF COST CERTIFICATION OF MODERNIZATION PROJECTS
FOR THE YEAR ENDED DECEMBER 31, 2007

The cost certification of modernization of the projects are as follows:

Capital Fund Program 501-04

	<u>OH16-P061 - 501-04</u>
Original Funds Approved	\$ <u><u>209,014</u></u>
Total Funds Expended	\$ <u><u>209,104</u></u>

1. All modernization grant costs have been paid and all related liabilities have been discharged through payments.
2. The final costs on the certification agree to the Authority's records.

MANNING & ASSOCIATES CPAS, LLC
6105 North Dixie Drive
Dayton, Ohio 45413

**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**

Board of Commissioners
Shelby Metropolitan Housing Authority
Sidney, Ohio

We have audited the financial statements of the Shelby Metropolitan Housing Authority, as of and for the year ended December 31, 2007, and have issued our report thereon dated June 28, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of American and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audits, we considered Shelby Metropolitan Housing Authority's internal control over financial reporting as a basis for designing our auditing procedures 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 Authority's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over financial reporting.

A control deficiency 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 misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Authority's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Authority's financial statements that is more than inconsequential will not be prevented or detected by the Authority's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Authority's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

**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** (continued)

Compliance and Other Matters

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

This report is intended solely for the information and use of the board of commissioner and management of the authority, and Auditor of the State and federal awarding agencies, and is not intended to be and should not be used by anyone other than those specified parties.

Manning & Associates CPAs, LLC
Dayton, Ohio

June 28, 2008

MANNING & ASSOCIATES CPAS, LLC

6105 North Dixie Drive

Dayton, Ohio 45413

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

Board of Commissioners
Shelby Metropolitan Housing Authority
Sidney, Ohio

Compliance

We have audited the compliance of the Shelby Metropolitan Housing Authority, Sidney, Ohio, (Authority) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended December 31, 2007. The Authority's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of the Authority's management. Our responsibility is to express an opinion on the Authority's compliance based on our audit.

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; OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether 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 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. Our audit does not provide a legal determination on the Authority's compliance with those requirements.

In our opinion, the Authority complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 2007.

Internal Control Over Compliance

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

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

A control deficiency in an entity's internal control over compliance 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 noncompliance with a type of compliance requirement of a federal program on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Authority's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the Authority's control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material compliance with a type of compliance requirement of a federal program will not be prevented or detected by the Authority's internal control.

Our consideration of the internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

This report is intended solely for the information and use of the board of commissioners and management of the Authority, and Auditor of State, federal awarding agencies and is not intended to be and should not be used by anyone other than those specified parties.

Manning & Associates CPAs, LLC
Dayton, Ohio

June 28, 2008

Schedule of Findings and Questioned Costs
OMB Circular A-133 § .505

Shelby County Metropolitan Housing Authority
December 31, 2007

1. SUMMARY OF AUDITORS' RESULTS	
Type of Financial Statement Opinion	Unqualified
Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	NO
Was there any reported material non-compliance at the financial statement level (GAGAS)?	NO
Were there any material internal control weakness conditions reported for major federal programs?	NO
Were there any other reportable internal control weakness conditions reported for major federal programs?	NO
Type of Major Programs' Compliance Opinion	Unqualified
Are there any reportable findings under § .510?	NO
Major Programs (list):	CFDA#14.871, 14.850 & 14.872
Dollar Threshold: Type A/B Programs	Type A: \$300,000 Type B: All others
Low Risk Auditee?	YES

Schedule of Findings and Questioned Costs
OMB Circular A-133 § .505 - Continued

Shelby County Metropolitan Housing Authority
December 31, 2007

2. FINDINGS RELATED TO FINANCIAL STATEMENTS

There are no findings or questioned costs for the year ended December 31, 2007.

3. FINDINGS RELATED TO FEDERAL AWARDS

There are no findings or questioned costs for the year ended December 31, 2007.

4. FINDINGS RELATED TO FINANCIAL STATEMENTS AND FEDERAL AWARDS

There were no findings or questioned costs for the year ended December 31, 2006.



Mary Taylor, CPA
Auditor of State

SHELBY METROPOLITAN HOUSING AUTHORITY

SHELBY COUNTY

CLERK'S CERTIFICATION

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
JULY 14, 2009**