

**SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO**

DECEMBER 31, 2000

**REPORT ON FINANCIAL STATEMENTS AND
SUPPLEMENTAL DATA**



STATE OF OHIO
OFFICE OF THE AUDITOR
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The Board of Commissioners
Shelby Metropolitan Housing Authority
706 N. Wagner Ave.
Sidney, OH 45365

We have reviewed the independent auditor's report of the Shelby Metropolitan Housing Authority, Shelby County, prepared by Vanderhorst & Manning, for the audit period January 1, 2000 through December 31, 2000. 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.

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.

JIM PETRO
Auditor of State

July 5, 2001

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SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO
DECEMBER 31, 2000

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VANDERHORST & MANNING CPAs, LLC
118 EAST SOUTH STREET
SIDNEY, OHIO 45365

INDEPENDENT AUDITORS' REPORT

The Board of Commissioners
Shelby Metropolitan Housing Authority
706 North Wagner Avenue
Sidney, Ohio

We have audited the accompanying balance sheet of the Shelby Metropolitan Housing Authority (Authority) as of December 31, 2000, and the related statements of revenues, expenses and equity and cash flows for the year then ended. These financial statements are the responsibility of the 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 generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. 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 financial statements referred to above present fairly, in all material respects, the financial position of the Shelby Metropolitan Housing Authority as of December 31, 2000, and the results of its operations and its cash flows for the year then ended in conformity with generally accepted accounting principles.

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

The Board of Commissioners
Shelby Metropolitan Housing Authority
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In accordance with *Government Auditing Standards*, we have also issued a report dated June 29, 2001 on our consideration of the Shelby Metropolitan Housing Authority's internal controls over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report is considering the results of our audit.

Vanderhorst & Manning CPAs, LLC
Sidney, Ohio

June 29, 2001

SHELBY METROPOLITAN HOUSING AUTHORITY
 SIDNEY, OHIO
 BALANCE SHEET
 DECEMBER 31, 2000

ASSETS

CURRENT ASSETS

Cash and Cash Equivalents	\$	475,980
Intergovernmental Receivables		33,670
Tenant Receivables - Net of \$950 Allowance for Doubtful Accounts		8,226
Inventory - Net of \$1,000 Allowance for obsolete		16,236
Prepaid Expenses		4,308
TOTAL CURRENT ASSETS	\$	<u>538,420</u>

Property and Equipment - Net of \$3,770,596		
Accumulated Depreciation		<u>5,956,775</u>
TOTAL ASSETS	\$	<u><u>6,495,195</u></u>

LIABILITIES AND EQUITY

CURRENT LIABILITIES

Accounts Payable	\$	16,138
Tenant Security Deposits		29,173
Accrued Wages and Payroll Taxes		28,996
Deferred Revenue		58,759
Intergovernmental Payable		16,686
Other Current Liabilities		<u>14,545</u>
TOTAL CURRENT LIABILITIES	\$	<u>164,297</u>

EQUITY

Contributed Capital	\$	12,040,305
Retained Earnings		(5,709,407)
TOTAL EQUITY	\$	<u>6,330,898</u>
TOTAL LIABILITIES & EQUITY	\$	<u><u>6,495,195</u></u>

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

SHELBY METROPOLITAN HOUSING AUTHORITY
 SIDNEY, OHIO
 STATEMENT OF REVENUE, EXPENSE AND CHANGES IN EQUITY
 FOR THE YEAR ENDED DECEMBER 31, 2000

<u>REVENUE</u>	
HUD Grants	\$ 1,055,294
Rental Income	274,963
Interest Income	22,456
Other Income	<u>15,440</u>
 TOTAL REVENUE	 \$ <u>1,368,153</u>
 <u>EXPENSES (Before Depreciation)</u>	
Housing Assistance Payments	\$ 596,356
Utilities	114,882
Material & Labor	177,053
Administrative Salaries	178,464
Employee Benefits	83,052
Contract	117,862
Sundry Administration	36,615
General	73,516
Residential Services	<u>2,076</u>
 TOTAL EXPENSES (Before Depreciation)	 \$ <u>1,379,876</u>
 INCOME BEFORE DEPRECIATION	 \$ (11,723)
 Depreciation	 <u>247,254</u>
 NET LOSS	 \$ <u>(258,977)</u>
 Retained Earnings - Beginning of Year	 \$ <u>(5,450,430)</u>
Retained Earnings - End of Year	<u>(5,709,407)</u>
 Contributed Capital - Beginning of Year:	 \$ <u>12,040,305</u>
Contributed Capital - End of Year:	<u>12,040,305</u>
 TOTAL EQUITY - END OF YEAR	 \$ <u><u>6,330,898</u></u>

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

SHELBY METROPOLITAN HOUSING AUTHORITY
 SIDNEY, OHIO
 STATEMENT OF CASH FLOWS
 YEAR ENDED DECEMBER 31, 2000

CASH FLOWS FROM OPERATING ACTIVITIES

Net Loss	\$ (258,977)
Adjustments to Reconcile Net Loss to Net Cash Provided by Operating Activities:	
Depreciation	247,254
Gain on Sale of Property and Equipment	(117)
Changes in Operating Assets and Liabilities that Increase (Decrease) Cash Flows:	
Receivables	(22,744)
Inventory	0
Prepaid Expenses	(146)
Accounts Payable	6,248
Accrued Wages and Payroll Taxes	2,152
Deferred Revenue and Other Current Liabilities	(18,545)
Tenant Security Deposits	922
NET CASH USED IN OPERATING ACTIVITIES	\$ <u>(43,953)</u>

CASH FLOWS USED IN INVESTING ACTIVITIES

Purchase of Property and Equipment	\$ (114,078)
Proceeds from Sale of Property and Equipment	117
	\$ <u>(113,961)</u>

CASH FLOWS FROM FINANCING ACTIVITIES

Proceeds from HUD Capital Contributions	\$ <u>0</u>
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NET DECREASE IN CASH AND CASH EQUIVALENTS	\$ (157,914)
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>633,894</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ <u><u>475,980</u></u>

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

SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2000

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The Shelby Metropolitan Housing Authority (SMHA or 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 Shelby Metropolitan Housing 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 Governmental 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.

Basis of Accounting

The accompanying combined financial statements have been prepared on the accrual basis of accounting, whereby revenues and expenses are recognized in the period earned or incurred. All transactions are accounted for in a single enterprise fund.

Pursuant to GASB Statement No. 20, *Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting*, the Authority follows GASB guidance as applicable to proprietary funds and Financial Accounting Standards Board Statements and Interpretations, Accounting Principles Board Opinions, and Accounting Research Bulletins issued on or before November 30, 1989 that do not conflict with or contradict GASB pronouncements.

SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2000

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

Use of Estimates

The preparation of financial statements in accordance with 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 financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents

The Authority considers all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased to be cash equivalents.

Tenant Receivables – Recognition of Bad Debts

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.

Inventory

Inventories and materials are stated at cost (first in, first out method) which approximates market.

Property and Equipment

Property and Equipment is recorded at cost. Costs that materially add to the productive capacity or extend the life of an asset are capitalized while maintenance and repair costs are expensed as incurred.

Depreciation is recorded on the straight-line method.

Long-Term Debt/HUD Contributions

To provide for the development and modernization of low-rent housing units, SMHA issued New Housing Authority Bonds and Permanent Notes – F.F.B. These bonds and notes are payable by HUD and secured by annual contributions. The bonds and notes do not constitute a debt by the Authority and accordingly have not been reported in the accompanying financial statements.

SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2000

NOTE 2 – CASH AND INVESTMENTS

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.

SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2000

NOTE 2 – CASH AND INVESTMENTS, Continued

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

- Category 1. \$ 100,000 was covered by federal depository insurance.
- Category 3. \$ 375,980 was covered by collateral held by the pledging financial institution, but not 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 Statue 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 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.

SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2000

NOTE 3 – PROPERTY AND EQUIPMENT

A summary of property and equipment at December 31, 2000, by class is as follows:

Buildings and Building Improvements	\$ 7,342,985
Land and Land Improvements	1,685,579
Furniture and Fixtures, Equipment and Moving Vehicles	<u>698,807</u>
Total	\$ 9,727,371
Less Accumulated Depreciation	<u>(3,770,596)</u>
Net Property and Equipment	<u>\$ 5,956,775</u>

NOTE 4 – ADMINISTRATIVE FEE

The Authority receives an “administrative fee” as part of the annual contribution from HUD to cover the costs (including overhead) of administering the Section 8 Housing Assistance Payments (HAP) Programs. The fee is a percentage of a HUD determined base rate for each unit per month under HAP contracts. The rates are as follows:

A. Certificates, Vouchers and Moderate Rehabilitation:

First 600 units per month - \$38.58/unit
Hard to House Fees - \$75.00/unit

NOTE 5 – ALLOCATION OF COSTS

The Authority allocated expenses not attributable to a specific program to all programs under management. The basis for this allocation was the number of units in each program or estimated actual usage. Management considers this to be an equitable method of allocation.

SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2000

NOTE 6 – RETIREMENT AND OTHER BENEFIT PLANS

The employees of the Authority are covered by the Public Employees Retirement System of Ohio (PERS), a statewide cost-sharing multiple-employer deferred benefit pension plan. PERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. The authority to establish and amend benefits is provided by state statute per Chapter 145 of the Ohio Revised Code. PERS issues a publicly available financial report. Interested parties may obtain a copy by making a written request to 277 East Town Street, Columbus, OH 43215-4642 or by calling (614) 466-2085.

The Ohio Revised Code provides statutory authority for employee and employer contributions. The employee contribution rate is 8.50% of qualifying gross wages for all employees. The total 2000 employer contribution rate was 13.55% of covered payroll through June 30, 2000, the rate then was temporarily reduced to 8.13% through December 31, 2000. Required employer contributions are equal to 100% of the dollar amount billed to each employer and must be extracted from the employer's records. The Authority's contributions to P.E.R.S. for the years ending December 31, 2000, 1999, and 1998 were \$35,359, \$39,202 and \$38,061 respectively. All required contributions were made prior to each of those fiscal year ends.

Public Employees Retirement System of Ohio provides post-retirement health care coverage to age and service retirants with 10 or more years of qualifying Ohio service credit and to primary survivor recipients of such retirants. Health care coverage for disability 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 PERS is set aside for the funding of post retirement health care. The Ohio Revised Code provides statutory authority for employer contributions. The 2000 employer contribution rate was 13.55% of covered payroll through June 30, 2000, the rate then was temporarily reduced to 8.13% through December 31, 2000; 5.5% was the portion that was used to fund health care for the year 2000.

OPEB is financed through employer contributions and investment earnings thereon. The contributions allocated to retiree health and Medicare, along with investment income on allocated assets and periodic adjustments in health care provisions are expected to be sufficient to sustain the program indefinitely.

SHELBY METROPOLITAN HOUSING AUTHORITY
 SIDNEY, OHIO
 NOTES TO FINANCIAL STATEMENTS
 YEAR ENDED DECEMBER 31, 2000

NOTE 6 – RETIREMENT AND OTHER BENEFIT PLANS, Continued

The Authority may participate in a state-wide deferred compensation plan created in accordance with Internal Revenue Code Section 457. Participation is on a voluntary payroll deduction basis. The plan permits deferral of compensation until future years. According to the plan, the deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. The plan Agreement states that the Authority and the Ohio Public Employees Deferred Compensation Board have no liability for losses under the plan with the exception of fraud or wrongful taking.

NOTE 7 – COMPENSATED ABSENCES

Vacation and sick leave policies are established by the Board of Commissioners.

Annual vacation leave is given to all full time permanent employees based on years of service:

<u>Length of Service</u>	<u>Annual Vacation Leave</u>
Less than one year of service	No Vacation
One through three years of service	10 workdays
Four through nine years of service	15 workdays
Ten years and over	20 workdays

With the approval of the executive director, vacations accrued during one calendar year may be carried over to the next year (maximum carryover one calendar week). In the event an employee terminates their employment, they may be compensated up to a maximum of four weeks of accumulated vacation leave. At December 31, 2000, the Authority has annual vacation leave accrued in the amount of \$9,241.

Sick leave accrues for full time permanent employees on the basis of one and one-fourth days per month, cumulation to 180 days. An employee at the time of retirement from active service with the authority may elect to be paid cash for one-fourth (1/4) of the value of accrued unused sick leave credit at the employees rate of pay at the time of retirement. The Authority's policy is to begin to accrue sick leave for employees five (5) years before they are eligible for retirement. At December 31, 2000, the authority had sick leave accrued in the amount of \$3,119.

SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2000

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 is 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, 2000.

Commitments and Contingencies

The authority has, under its normal operations, entered into commitments for the purchase of maintenance, cleaning, and other services. Such commitments are monthly or annually.

The Authority is exposed to various risks of loss related to torts; theft to, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Authority maintains comprehensive insurance coverage with a private carrier for real property, building contents and vehicles. Vehicles policies include liability coverage for bodily injury and property damage.

The Authority carried commercial insurance for risk of loss for employee health and accident insurance.

SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO

SCHEDULE OF FEDERAL AWARDS EXPENDITURES

FOR THE YEAR ENDED DECEMBER 31, 2000

	<u>Federal CFDA Number</u>	<u>Beginning Balance</u>	<u>Funds Received</u>	<u>Funds Disbursed</u>	<u>Ending Balance</u>
<u>FROM U. S. DEPT. OF HUD DIRECT PROGRAMS</u>					
Annual Contribution Public Housing:					
PHA Owned Housing:					
Operating Subsidy -	14.850	<u>\$0</u>	\$ <u>364,264</u>	\$ <u>364,264</u>	<u>\$0</u>
Annual Contribution Contract C-5098:					
Housing Assistance Payments:					
Annual Contribution					
Certificate	14.857	<u>\$0</u>	\$ <u>101,170</u>	\$ <u>101,170</u>	<u>\$0</u>
Voucher	14.855	<u>\$0</u>	\$ <u>589,860</u>	\$ <u>589,860</u>	<u>\$0</u>
Sub-Total Section 8 Tenant Based Cluster		<u>\$0</u>	\$ <u>691,030</u>	\$ <u>691,030</u>	<u>\$0</u>
TOTAL - ALL PROGRAMS		<u>\$0</u>	\$ <u>1,055,294</u>	\$ <u>1,055,294</u>	<u>\$0</u>

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

SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2000

Note 1. *Basis of Presentation*

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

Note 2. *Subrecipients*

Of the federal expenditures presented in the schedule, Shelby Metropolitan Housing Authority provided no federal awards to subrecipients.

SHELBY METROPOLITAN HOUSING AUTHORITY
 SIDNEY, OHIO
 SCHEDULE OF REVENUE AND EXPENSE BY PROGRAM
 FOR THE YEAR ENDED DECEMBER 31, 2000

	Low Rent	Rental Certificates Program	Rental Voucher Program	Total
REVENUE				
HUD Grants	\$ 364,264	\$ 101,170	\$ 589,860	\$ 1,055,294
Rental Income	274,963	0	0	274,963
Interest Income	15,992	6,463	1	22,456
Other Income	<u>15,375</u>	<u>65</u>	<u>0</u>	<u>15,440</u>
TOTAL REVENUE	<u>\$ 670,594</u>	<u>\$ 107,698</u>	<u>\$ 589,861</u>	<u>\$ 1,368,153</u>
EXPENSES				
HAP	\$ 0	\$ 89,248	\$ 507,108	\$ 596,356
Utilities	114,882	0	0	114,882
Material & Labor	177,053	0	0	177,053
Administrative Salaries	116,852	10,772	50,840	178,464
Employee Benefits	66,441	2,824	13,787	83,052
Contract	117,862	0	0	117,862
Sundry Administration	36,615	0	0	36,615
General	52,393	3,638	17,485	73,516
Residential Services	<u>2,076</u>	<u>0</u>	<u>0</u>	<u>2,076</u>
TOTAL EXPENSES	<u>\$ 684,174</u>	<u>\$ 106,482</u>	<u>\$ 589,220</u>	<u>\$ 1,379,876</u>
INCOME (LOSS) BEFORE DEPR.	\$ (13,580)	\$ 1,216	\$ 641	\$ (11,723)
Depreciation	<u>246,120</u>	<u>1,134</u>	<u>0</u>	<u>247,254</u>
INCOME (LOSS)	<u>\$ (259,700)</u>	<u>\$ 82</u>	<u>\$ 641</u>	<u>\$ (258,977)</u>

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

**VANDERHORST & MANNING CPAs, LLC
118 EAST SOUTH STREET
SIDNEY, OHIO 45365**

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE ON INTERNAL
CONTROL OVER FINANCIAL REPORTING 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, Sidney, Ohio, as of and for the year ended December 31, 2000, and have issued our report thereon dated June 29, 2001. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

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

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Authority's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be

Board of Commissioners
Shelby Metropolitan Housing Authority
Sidney, Ohio

material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of the Commissioners and management of the Authority, the Department of Housing and Urban Development and the Auditor of the State of Ohio and is not intended to be and should not be used by anyone other than those specified parties.

Vanderhorst & Manning CPAs, LLC
Sidney, Ohio

June 29, 2001

**VANDERHORST & MANNING CPAs, LLC
118 EAST SOUTH STREET
SIDNEY, OHIO 45365**

**INDEPENDENT AUDITORS' 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, 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, 2000. The Authority's major federal programs are identified in the summary of the 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 Shelby Metropolitan Housing 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 generally accepted auditing standards; 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.

**VANDERHORST & MANNING CPAs, LLC
118 EAST SOUTH STREET
SIDNEY, OHIO 45365**

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

In our opinion, the Shelby Metropolitan Housing Authority complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 2000.

Internal Control Over Compliance

The management of the Shelby Metropolitan Housing 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 and to test and report on internal control over compliance in accordance with *OMB Circular A-133*.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of the Commissioners and management of the Authority, the Department of Housing and Urban Development and the Auditor of the State of Ohio and is not intended to be and should not be used by anyone other than those specified parties.

Vanderhorst & Manning CPAs, LLC
Sidney, Ohio

June 29, 2001

**SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
DECEMBER 31, 2000**

A. SUMMARY OF AUDIT RESULTS

1. The auditors' report expresses an unqualified opinion on the general purpose financial statements of Shelby Metropolitan Housing Authority.
2. No reportable conditions were disclosed during the audit of the financial statement of Shelby Metropolitan Housing Authority.
3. No instances on noncompliance material to the financial statements of Shelby Metropolitan Housing Authority were disclosed during the audit.
4. No reportable conditions were disclosed during the audit of the major federal award programs.
5. The auditors' report on compliance for the major federal award programs for Shelby Metropolitan Housing Authority expresses an unqualified opinion.
6. No audit findings relative to the major programs for Shelby Metropolitan Housing Authority were disclosed during the audit.
7. The programs tested as major included: PHA Owned Housing; Operating Subsidy and Section 8 Housing Assistance Payments.
8. The threshold for distinguishing Types A and B programs was \$300,000.
9. Shelby Metropolitan Housing Authority was determined to be a low-risk auditee.

B. FINDINGS – FINANCIAL STATEMENT AUDIT

None

C. FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD PROGRAMS AUDIT

None

**SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO**

SUMMARY OF ACTIVITIES

DECEMBER 31, 2000

At the close of fiscal year ended December 31, 2000, the Shelby Metropolitan Housing Authority had the following operations in management:

<u>Public Housing</u>	<u>Units</u>
OH Project OH61-001	80
-002	20
-004	50
-005	<u>25</u>
	175
 <u>Section 8</u>	
Existing Project OH16-EO61-004/010	<u>219</u>
Total	<u>394</u>

**SHELBY METROPOLITAN HOUSING AUTHORITY
SIDNEY, OHIO**

ADJUSTING JOURNAL ENTRIES

DECEMBER 31, 2000

None Made.



STATE OF OHIO
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

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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 24, 2001**