# Erie Metropolitan Housing Authority

**Financial Statements** 

For the Year Ended June 30, 2006



# Mary Taylor, CPA Auditor of State

Board of Directors Erie Metropolitan Housing Authority 322 Warren Street Sandusky, Ohio 44870

We have reviewed the *Independent Auditors' Report* of the Erie Metropolitan Housing Authority, Erie County, prepared by Salvatore Consiglio, CPA, Inc., for the audit period July 1, 2005 through June 30, 2006. 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 Erie Metropolitan Housing Authority is responsible for compliance with these laws and regulations.

Mary Taylor, CPA Auditor of State

Mary Saylor

April 25, 2007



### ERIE METROPOLITAN HOUSING AUTHORITY AUDIT REPORT FOR THE YEAR ENDED JUNE 30, 2006

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#### **Independent Auditors' Report**

Board of Directors Erie Metropolitan Housing Authority

I have audited the accompanying financial statements of the business-type activities and the aggregate discretely presented component unit of Erie Metropolitan Housing Authority, Ohio, as of and for the year ended June 30, 2006, which collectively comprise the Authority basic financial statements, as listed in the table of contents. These financial statements are the responsibility of the Erie Metropolitan Housing Authority, Ohio, management. My responsibility is to express an opinion on these basic financial statements based on my audit.

I conducted my 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 I plan and perform the audit to obtain reasonable assurance about whether the basic 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. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities and the aggregate discretely presented component unit of the Erie Metropolitan Housing Authority, Ohio, as of June 30, 2006, and the respective change in financial position and 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*, I have also issued a report dated January 19, 2007, on my consideration of Erie Metropolitan Housing Authority, Ohio's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts and grants agreements and other matters. The purpose of that report is to describe the scope of my 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 read in conjunction with this report in considering the result of my audit.

The Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information required by the accounting principles generally accepted in the United State of America. I have applied certain limited procedures, which consisted principally of inquiry of management regarding the methods of measurement and presentation of the supplementary information. However, I did not audit the information and express no opinion thereon.

My Audit was performed for the purpose of forming and opinion on the basic financial statements that collectively comprise the Erie Metropolitan Housing Authority basic financial statements. The schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the financial statements of the Erie Metropolitan Housing Authority, Ohio. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, Audits of States, Local Government and Non-Profit Organizations and is not a required part of the basic financial statements. The combining financial data schedule ("FDS") and the PHA's statement and certification of actual modernization cost are presented for purposes additional analysis as required by the Department of Housing and Urban Development and are 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 my opinion, is fairly presented in all material respect in relation to the financial statements taken as a whole.

salvatore Consiglio

Salvatore Consiglio, CPA, Inc.

January 19, 2007

The Erie Metropolitan Housing Authority's ("the Authority") management's discussion and analysis is designed to (a) assist the reader in focusing on significant financial 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 years 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 decreased by \$.5 million (or 9.0%) during 2006. Since the Authority engages only in business-type activities, the decrease is all in the category of business-type net assets. Net Assets were \$6.3 million and \$6.8 million for 2005 and 2006 respectively.
- Revenues increased by \$.3 million (or 4.0%) during 2006, and were \$7.7 million and \$8.1 million for 2005 and 2006 respectively.
- The total expenses of all Authority programs decreased by \$.2 million (or 4.0%). Total expenses were \$8.1 million and \$7.9 million for 2005 and 2006 respectively.

#### **Authority Financial Statements**

The Authority financial statements 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 <u>Statement of Net Assets</u>, 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 assets, minus liabilities, equal "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 "<u>Unrestricted</u> Net Assets") is designed 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:

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

<u>Restricted Net Assets</u>: 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.

<u>Unrestricted Net Assets</u>: 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 financial statements also include a <u>Statement of Revenues</u>, <u>Expenses and Changes in Fund Net Assets</u> (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 <u>Statement of Cash Flows</u> is included, which discloses net cash provided by, or used for operating activities, non-capital financing activities, and from capital and related financing activities.

#### **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 programs 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 Programs

<u>Conventional Public Housing (PH)</u> – Under the Conventional Public Housing Program, the Authority rents units that it owns to low-income households. The Public Housing Program is operated under an Annual Contributions Contract (ACC) with HUD, and HUD provides Operating Subsidy to enable the PHA to provide the housing at a rent that is based upon 30% of adjusted gross household income.

<u>Capital Fund Program (CFP)</u> – 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.

<u>Housing Choice Voucher Program</u> – 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.

<u>Special Programs for the Aging – Title III-B –</u> represents resources derived from the administration of the Title III-B program by the Erie County Senior Center. The program provides services for the elderly of Erie County for transportation, escort, education, information & referral, volunteer placement, health assessment and socialization. Funding is received through the Area Office on Aging of Northwest Ohio, Inc. from the Department of Health and Human Services.

<u>Special Programs for the Aging – Title III-C</u> – Under the Title III-C Program, the Authority oversees the administration of the nutrition program by the Erie County Senior Center. Funding is received from the Area Office on Aging of Northwest Ohio, Inc. through the Department of Health and Human Services to provide nutritionally balanced meals to residents of Erie County age 60 and older. Meals are provided for a donation only.

<u>Business Activities</u> – represents non-HUD resources derived from the management fees of the Erie Community Plaza, Inc. (a 202 PRAC project).

<u>Component Unit</u> –Under the component units, the Authority oversees the administration of the Erie County Senior Center Gift Store and the local fund-raising activities of the Erie County Senior Center to provide the local cash match needed for the Title III-B and Title III-C programs.

#### **AUTHORITY 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

	2006 (in millions	2005 (in millions
	of dollars)	of dollars)
Current and Other Assets	\$1.8	\$1.4
Capital Assets	5.4	5.6
Total Assets	7.2	7.0
Current Liabilities	.3	.5
Long-Term Liabilities		.2
Total Liabilities	.4	.7
Net Assets:		
Invested in Capital Assets,	5.5	5.6
Net of Related Debt		
Restricted	.0	.0
Unrestricted	1.3	7
Total Net Assets	\$6.8	\$6.3

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

#### **Major Factors Affecting the Statement of Net Assets**

During 2006, current and other assets increased by \$.4 million and current liabilities decreased by \$.3 million. This change was mainly due to result from operation. The increase in total net assets is due largely to the changes imposed by HUD in recognizing operating revenue for the Housing Choice Voucher Program.

Capital assets also changed, decreasing from \$5.6 million to \$5.4 million. The \$.2 million decrease may be attributed primarily to a combination of net acquisitions (\$.4 million), less current year depreciation and amortization (\$.5 million). For more detail see "Capital Assets" on page 24.

Table 2 presents details on the change in Unrestricted Net Assets

# TABLE 2 CHANGE OF UNRESTRICTED NET ASSETS

Unrestricted Net Assets 06/30/05	Millions of Dollars
Results of Operations Adjustments:	.3
Depreciation (1) Prior Period Adjustments	.5 .2
Adjusted Result from Operation	1.0
Capital Expenditures (2)	4
Unrestricted Net Assets 06/30/06	\$1.3

- (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.

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

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

	2006	2005
	(millions of	(millions of
	dollars)	dollars)
Revenues		
Tenant Revenue – Rents and Other	\$.3	\$.3
Operating Subsidies and Grants	6.5	6.2
Capital Grants	.4	.3
Investment Income	.0	.0
Other Revenues	.8	.9
Total Revenue	8.0	7.7
Expenses		
Administrative and Tenant Services	1.4	1.5
Utilities	.3	.3
Maintenance	.8	.8
General and Other Expenses	.4	.5
Housing Assistance Payments	4.5	4.5
Depreciation	.5	.5
Total Expenses	7.9	8.1
Net Increase	\$1	\$4

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

Tenant revenue was stable during 2006 in comparison to 2005. Operating Subsidies, Grants and Capital Grants increased. The increase was mainly due to the changes imposed by HUD in recognizing operating grant revenue for the Housing Choice Voucher Program.

# Unaudited

Most expenses decreased moderately due to cost saving measures including lay-off's and employee benefit reductions except for Compensated Absences. Compensated Absences incurred a slight increase due mainly to additional hours worked by supervisory staff to properly prepare for additional HUD monitoring requirements. Property and general insurance had the largest increase due to rising market trends. Housing Assistance Payments decreased in 2006 due to a reduction in the per unit costs resulting from many cost saving measures implemented this year and the extensive use of the HUD on-line income verification system while maintaining the same level of leasing activities within the Authority's Housing Choice Voucher Program.

#### CAPITAL ASSETS

As of year end, the Authority had \$5.5 million invested in a variety of capital assets as reflected in the following schedule, which represents a net decrease (addition, deductions and depreciation) of \$.1 million or 3.0% from the end of last year.

TABLE 4

CAPITAL ASSETS AT YEAR-END
(NET OF DEPRECIATION)

	2006 (millions of dollars)	2005 (millions of dollars)
Land and land rights	\$.7	\$.7
Buildings	12.7	12.3
Equipment – Administrative	.5	.5
Equipment – Dwelling	.2	.2
Accumulated Depreciation	-8.6	-8.1
Total	5.5	5.6

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

#### TABLE 5

# CHANGE IN CAPITAL ASSETS (IN MILLIONS)

Beginning Balance	\$5.6
Additions, Net of Retirements	.4
Depreciation and Amortization	5
Ending Balance	\$5.5

This year's major additions primarily capital expenditures related to modernizing the Authority's housing developments. There was also a small amount of equipment purchases.

#### **ECONOMIC FACTORS**

Significant economic factors affecting the Authority are as follows:

- Federal funding provide 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 rental income
- Inflationary pressure on utility rates, supplies and other costs

#### FINANCIAL CONTACT

The individual to be contacted regarding this report is Cheryl L. Ward, Finance Director of the Erie Metropolitan Housing Authority at (419) 625-0262, extension #1112. Specific requests may be submitted to the Erie Metropolitan Housing Authority at 322 Warren Street, Sandusky, Ohio 44870.

# Statement of Net Assets Proprietary Funds June 30, 2006

	Enterprise Fund	Component Units
ASSETS	<u> </u>	Unus
Current assets		
Cash and cash equivalents	\$840,188	\$123,802
Investments	527,679	0
Receivables, net	89,013	35,171
Inventories, net	33,742	11,808
Prepaid expenses and other assets	59,677	33,443
Due from Component Unit	3,470	0
Total current assets	1,553,769	204,224
Noncurrent assets Capital assets:		
Land	722,441	0
Building and equipment	13,354,992	73,954
Less accumulated depreciation	(8,611,173)	(50,091)
Total noncurrent assets	5,466,260	23,863
Total assets	\$7,020,029	\$228,087
LIABILITIES		
Current liabilities		
Accounts payable	\$132,181	\$51,107
Accrued liabilities	16,156	0
Tenant security deposits	23,710	0
Deferred revenue	732	0
Other current liabilities	97,933	0
Due to Primary Government	0	3,470
Total current liabilities	270,712	54,577

# Statement of Net Assets (Continued) Proprietary Funds June 30, 2006

	Enterprise Fund	Component Units
Noncurrent liabilities		
Accrued compensated absences non-current	106,557	7,408
Noncurrent liabilities - other	9,677	0
Total noncurrent liabilities	116,234	7,408
Total liabilities	\$386,946	\$61,985
NET ASSETS		
Invested in capital assets, net of related debt	\$5,466,260	\$23,863
Unrestricted net assets	1,166,823	142,239
Total net assets	\$6,633,083	\$166,102

# Statement of Revenues, Expenses, and Changes in Fund Net Assets Proprietary Funds

# For the Year Ended June 30, 2006

	Enterprise Fund	Component Units
OPERATING REVENUES		
Tenant Revenue	\$319,156	\$0
Government operating grants	6,547,970	0
Other revenue	450,447	363,025
Total operating revenues	7,317,573	363,025
OPERATING EXPENSES		
Administrative	1,239,307	121,185
Tenant services	35,526	0
Utilities	266,724	0
Maintenance	716,941	52,727
Protective services	36,042	0
General	210,064	169,044
Housing assistance payment	4,486,829	0
Other operating expenses	2,500	0
Depreciation	516,080	9,469
Total operating expenses	7,510,013	352,425
Operating income (loss)	(192,440)	10,600
NONOPERATING REVENUES (EXPENSES)		
Interest and investment revenue	32,387	0
Loss from sale of assets	(5,013)	0
Total nonoperating revenues (expenses)	27,374	0
Income (loss) before contributions and transfers	(165,066)	10,600
Capital grants	384,190	0
Change in net assets	219,124	10,600
Total net assets - beginning	6,131,547	155,502
Prior period adjustment	282,412	0
Total net assets - ending	\$6,633,083	\$166,102

# Statement of Cash Flows Proprietary Funds For the Year Ended June 30, 2006

	Enterprise Fund	Component Units
CASH FLOWS FROM OPERATING ACTIVITIES		
Operating grants received	\$6,547,970	\$0
Tenant revenue received	304,218	0
Other revenue received	450,447	403,997
Housing assistance payments maid	(4,486,829)	0
General and administrative expenses paid	(2,498,208)	(372,696)
Net cash provided (used) by operatin gactivities	317,598	31,301
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Capital grant funds received	384,190	0
Property and equipment purchased	(394,179)	(10,881)
Net cash provided (used) by capital and related financing		
activities	(9,989)	(10,881)
CASH FLOWS FROM INVESTING ACTIVITIES		
Transfers from investements	(20,856)	0
Interest received	32,387	0
Net cash provided (used) by investing activities	11,531	0
Net increase (decrease) in cash	319,140	20,420
Cash and cash equivalents - Beginning of year	521,048	103,382
Cash and cash equivalents - End of year	\$840,188	\$123,802

# Statement of Cash Flows (Continued) Proprietary Funds

# For the Year Ended June 30, 2006

<u>-</u>	Enterprise Fund	Component Units
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES  Net Operating Income (Loss)	(\$192,440)	\$10,600
Adjustment to Reconcile Operating Loss to Net Cash Used by		
Operating Activities - Depreciation - (Increases) Decreases in Accounts Receivable	516,080 (14,938)	9,469 41,691
- (Increases) Decreases in Inventory	1,212	(1,947)
- (Increases) Decreases in Prepaid Assets	(27,286)	(33,443)
- (Increases) Decreases in Due from Component Unit	497	0
- Increases (Decreases) in Accounts Payable	14,061	5,528
- Increases (Decreases) in Accrued Wages and Taxes Payable	(1,893)	0
- Increases (Decreases) in Compensated Absences Payable	7,493	(100)
- Increases (Decreases) in Deferred Revenue	(1,818)	0
- Increases (Decreases) in Other Current Liabilities	68,664	0
- Increases (Decreases) in Tenant Security Deposits	2,891	0
- Increases (Decreases) in Other Non-Current Liabilities	(54,925)	0
- Increases (Decreases) in Payable to Primary Government	0	(497)
Net cash provided by operating activities	\$317,598	\$31,301

#### NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### **Summary of Significant Accounting Policies**

The financial statements of the Erie Metropolitan Housing Authority (the Authority) have been prepared in conformity with generally accepted accounting principles (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.

The more significant of the Authority's accounting policies are described below.

#### **Reporting Entity**

The Erie Metropolitan Housing Authority was created under the Ohio Revised Code, Section 3735.27. The Authority contracts with the United States Department of Housing and Urban Development (HUD) to provide low and moderate income persons with safe and sanitary housing through subsidies provided by HUD. The Authority depends on the subsidies from HUD to operate.

The accompanying basic financial statements comply with the provision of Governmental Accounting Standards Board (GASB) Statement 14, the Financial Reporting Entity, in that the financial statements include all organizations, activities and functions for which the Authority is financially accountable. This report includes all activities considered by management to be part of the Authority by virtue of Section 2100 of the Codification of Governmental Accounting and Financial Reporting Standards.

Section 2100 indicates that the reporting entity consists of a) the primary government, b) organizations for which the primary government is financially accountable, and c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

The definition of the reporting entity is based primarily on the notion of financial accountability. A primary government is financially accountable for the organizations that make up its legal entity. It is also financially accountable for legally separate organizations if its officials appoint a voting majority of an organization's government body and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific financial burdens on, the primary government. A primary government may also be financially accountable for governmental organizations that are fiscally dependent on it.

#### NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

A primary government has the ability to impose its will on an organization if it can significantly influence the programs, projects, or activities of, or the level of services performed or provided by, the organization. A financial benefit or burden relationship exists if the primary government a) is entitled to the organization's resources; b) is legally obligated or has otherwise assumed the obligation to finance the deficits of, or provide financial support to, the organization; or c) is obligated in some manner for the debt of the organization.

The accompanying financial statements present the Authority's primary government and the Erie County Senior Center Gift Store, component unit, which the Authority exercises, significant control.

#### **Component Units**

The component unit is reported in the Authority financial statements as shown below:

<u>Discretely Presented Component Unit</u> Erie County Senior Center Gift Store Brief Description and Relationship
The Housing Authority board members represent a majority of the Erie County Senior Center therefore; it can significantly influence the activities. Also, the Authority staffs run the day to day operation which gives the Authority the responsibility for any financial support if necessary.

#### **Basis of Presentation**

The Authority's financial statements consist of a statement of net assets, a statement of revenue, expenses and changes in net assets, and a statement of cash flows.

### **Fund Accounting**

The Authority uses the proprietary fund to report on its financial position and the results of its operations for the operation of its programs. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

Funds are classified into three categories: governmental, proprietary and fiduciary. The Authority uses the proprietary category for its programs.

#### NOTE 1: <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

#### **Proprietary Fund Types**

Proprietary funds are used to account for the Authority's ongoing activities, which are similar to those found in the private sector. The following is the proprietary fund type:

<u>Enterprise Fund</u> - This fund is used to account for the operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or where it has been decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

#### **Measurement Focus/Basis of Accounting**

The proprietary funds are accounted for on the accrual basis of accounting. Revenues are recognized in the period earned and expenses are recognized in the period incurred. 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 FASB Statements and Interpretations, Accounting Principles Board Opinions and Accounting Research Bulletins issued after November 30, 1989, that do not conflict with or contradict GASB pronouncements.

#### **Description of programs**

The following are the various programs which are included in the single enterprise fund:

#### A. Public Housing Program

The public housing program is designed to provide low-cost housing within the Erie County. Under this program, HUD provides funding via an annual contribution contract. These funds, combined with the rental income received from tenants, are available solely to meet the operating expenses of the program.

#### B. Capital Fund Program

The capital fund program provides funds annually, via a formula, to Public Housing Agencies for capital and management activities, including modernization and development housing.

#### NOTE 1: <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

### C. Housing Choice Voucher Program

The Housing Choice Voucher Program was authorized by Section 8 of the National Housing Act and provides housing assistance payments to private, not-for-profit or public landlords to subsidize rentals for low-income persons.

#### D. Special Program for the Aging – Title III C

Under the title III-C Program, the Authority oversees the administration of the nutrition program by the Erie County Senior Center. Funding is received from the Area Office on Aging of Northwest Ohio, Inc. through the Department of Health and Human Services to provide nutritionally balance meals to residents of Erie County age 60 and older. Meals are provided for a donation only.

#### E. Special Program for the Aging – Title III B

This program provides services for the elderly of Erie County for transportation, escort, education, information & referral, volunteer placement, health assessments and socialization. Funding is received through the Area Office on Aging of Northwest Ohio, Inc. from the Department of Health and Human Services.

#### F. Business Activities

This program represents non-HUD resources derived from the management fees of the Erie Community Plaza, Inc.

#### **Investments**

The provisions of the HUD Regulations restrict investments. Investments are valued at market value. Interest income earned in fiscal year ending June 30, 2006 totaled \$32,387.

#### **Capital Assets**

Capital assets are stated at cost. The capitalization policy of the Authority is to depreciate all non-expendable personal property having a useful life of more than one year and purchase price of \$500 or more per unit. Depreciation is calculated using the straight-line method over the estimated useful lives of three years to forty years. Expenditures for repairs and maintenance are charged directly to expense as they are incurred. Expenditures determined to represent additions or betterments are capitalized.

#### NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### **Net Assets**

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets – net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balance of any borrowing used for the acquisition, construction or improvement of those assets. Net assets are recorded as restricted when there are limitations imposed on their use by internal or external restrictions.

#### **Operating Revenues and Expenses**

Operating revenues and expenses are those revenues that are generated directly from the primary activities of the proprietary fund and expenses incurred for the day to day operation. For the Authority, operating revenues are tenant rent charges, operating subsidy from HUD and other miscellaneous revenue.

#### **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.

#### **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 the 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.

#### NOTE 1: <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

#### **Capital Contributions**

This represents contributions made available by HUD with respect to all federally aided projects under an annual contribution contract.

#### **Budgetary Accounting**

The Authority annually prepares its budget as prescribed by the Department of Housing and Urban Development. This budget is submitted to the Department of Housing and Urban Development and once approved is adopted by the Board of the Housing Authority.

#### **Estimates**

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

#### **NOTE 2: CASH AND INVESTMENTS**

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 treasury, in commercial accounts payable or withdrawn on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

Inactive deposits are public deposits 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.

#### **NOTE 2: CASH AND INVESTMENTS** (Continued)

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

At fiscal year end June 30, 2006, the carrying amount of the Authority's deposits totaled \$840,188 and its bank balance was \$882,017. Based on the criteria described in GASB Statement No. 40, "Deposit and Investment Risk Disclosure," as of June 30, 2006, \$682,017 was exposed to custodial risk as discussed below, while \$200,000 was covered by the Federal Depository Insurance Corporation.

Custodial credit risk is the risk that in the event of bank failure, the Authority will not be able to recover the deposits. All deposits are collateralized with eligible securities in amounts equal to at least 105% of the carrying value of the deposits. Such collateral, as permitted by the Ohio Revised Code, is held in single financial institution collateral pools at the Federal Reserve Banks or at member banks of the federal reserve system, in the name of the respective depository bank and pledged as a pool of collateral against all of the public deposits it holds or as specific collateral held at the Federal Reserve Bank in the name of the Authority.

#### Investments

In accordance with the Ohio Revised Code and HUD investment policy, the Authority is permitted to invest in certificates of deposit, savings accounts, money market accounts, certain highly rated commercial paper, obligations of certain political subdivisions of Ohio and the United States government and its agencies, and repurchase agreements with any eligible depository or any eligible dealers. Public depositories must give security for all public funds on deposit. Repurchase agreements must be secured by the specific qualifying securities upon which the repurchase agreements are based.

The Authority is prohibited from investing in any financial instruments, contracts, or obligations whose value or return is based upon or linked to another asset or index, or both, separate from the financial instrument, contract, or obligation itself (commonly known as a derivative). The Authority is also prohibited from investing in reverse purchase agreements.

### **NOTE 2: CASH AND INVESTMENTS** (Continued)

Interest Rate Risk — The Authority does not have a formal investment policy that limits investments as a means of managing its exposure to fair value losses arising from increasing interest rates. However, it is the Authority practice to limit its investments to less then 5 years.

Credit Risk – HUD requires specific collateral on individual accounts in excess of amounts insured by the Federal Deposit Insurance Corporation. The Authority depository agreement specifically requires compliance with HUD requirement.

Concentration of Credit Risk – The Authority places no limit on the amount that may be invested with any one issuer. However, it the Authority practice to invest in more then one depository.

Foreign Currency Risk - Foreign currency risk is the risk that changes in exchange rates will adversely affect the fair value of an investment or deposit. As of year-end, the Authority had no exposure to foreign currency rate risk, as regulated by HUD.

A reconciliation of cash and investments as shown on the statement of net assets follows:

Cash and Cash Equivalent

- Savings Accounts	\$91,182
- Money Market Fund	280,321
- Certificate of Deposits	156,176
Total	\$527,679

#### **Component Unit**

At year end the carrying amount of the component unit deposit was \$123,802 and the bank balance was the same. This amount was covered by the specific collateral pledged held at the Federal Reserve Bank in the name of the Authority.

#### NOTE 3: NOTE TO SCHEDULE OF FEDERAL AWARDS EXPENDITURES

The accompanying Schedule of expenditure of Federal Awards is a summary of the activity of the Authority's federal awards programs. The schedule has been prepared on the accrual basis of accounting.

#### **NOTE 4: RISK MANAGEMENT**

The Authority is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. During fiscal year ending June 30, 2006 the 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.

Settled claims have not exceeded this coverage in any of the last three years. There has been no significant reduction in coverage from last year.

#### **NOTE 5: CAPITAL ASSETS**

The following is a summary of the capital assets:

Primary Government									
	Balance 06/30/05	Adjust / Additions	Adjust / Deletion	Balance 06/30/06					
Capital Assets Not Depreciated:									
Land	\$722,441	\$0	\$0	\$722,441					
Construction in Progress	0	0	0	0					
<b>Total Capital Assets Not Being</b>									
Depreciated	722,441	0	0	722,441					
Capital Assets Being									
Depreciated:									
Buildings	12,345,907	378,070	0	12,723,977					
Furniture, Mach. & Equip	626,818	16,109	11,912	631,015					
<b>Total Capital Assets Being</b>									
Depreciated	12,972,725	394,179	11,912	13,354,992					
Accumulated Depreciated:									
Buildings	7,612,051	470,029	0	8,082,080					
Furniture, Mach. & Equip	494,440	46,051	11,398	529,093					
<b>Total Accumulated Depreciated</b>	8,106,491	516,080	11,398	8,611,173					
<b>Total Capital Assets Being</b>									
Depreciated, Net	4,866,234	(121,901)	(514)	4,743,819					
<b>Total Capital Assets, Net</b>	\$5,588,675	(\$121,901)	(\$514)	\$5,466,260					
Total Primary Government	\$5,588,675	(\$121,901)	(\$514)	\$5,466,260					

**NOTE 5: CAPITAL ASSETS** (Continued)

**Total Component Unit** 

**Component Unit Balance** Adjust / Adjust / Balance 06/30/05 Additions **Deletion** 06/30/06 **Capital Assets Being Depreciated:** Furniture, Mach. & Equip \$63,792 \$10,881 \$719 \$73,954 **Total Capital Assets Being Depreciated** 63,792 10,881 719 73,954 **Accumulated Depreciated:** Furniture, Mach. & Equip 31,796 (1) 19,014 719 50,091 19,014 719 **Total Accumulated Depreciated** 31,796 50,091 **Total Capital Assets Being** Depreciated, Net 0 23,863 31,996 (8,133)

\$31,996

(\$8,133)

(1) Includes adjustment of \$9,545 to properly state accumulated depreciation.

# NOTE 6: <u>DEFINED BENEFIT PENSION PLANS -PUBLIC EMPLOYEES</u> <u>RETIREMENT SYSTEM</u>

All full-time employees of Authority participate in the Ohio Public Employees Retirement System (OPERS), a cost-sharing multiple-employer public employee retirement system administered by the Public Employees Retirement Board. OPERS provide basic retirement, disability and survivor benefits, based on eligible service credit to members and beneficiaries. Benefits are established by Chapter 145 of the Ohio Revised Code. OPERS issue a publicly available financial report that includes financial statements and required supplementary information for OPERS. Interested parties may obtain a copy by making a written request to 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614) 466-2085 or (800) 222-PERS.

\$0

\$23,863

Ohio Public Employees Retirement System administers three separate pension plans as described below:

1. The Traditional Pension Plan – A cost sharing, multiple-employer defined benefit pension plan.

# NOTE 6: <u>DEFINED BENEFIT PENSION PLANS -PUBLIC EMPLOYEES</u> <u>RETIREMENT SYSTEM</u> (Continued)

- 2. The Member-Direct 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-Direct Plan, members accumulate retirement assets equal to the value of member and (vested) employer contributions, plus any investment earnings.
- 3. The Combined Plan A cost sharing, multiple-employer defined pension plan. Under the Combined Plan, OPERS invests employer contributions to provide a formula retirement benefits 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.

Plan members are required to contribute 8.5 percent of their annual covered salary to fund pension obligations. The 2005 employer pension contribution rate for the authority was 13.55 percent. Effective January 1, 2006 the rates increase to 9 percent for members and 13.7 for employers. Contributions are authorized by state statue. The contribution rates are determined actuarially. The authority required contributions to OPERS for the years ended June 30, 2006, 2005, and 2004 were \$147,007, \$154,746 and \$143,629 respectively. Ninety-Two percent has been contributed for 2006. All required contributions for the two previous years have been paid.

# NOTE 7: POSTEMPLOYMENT BENEFITS PUBLIC EMPLOYEES RETIREMENT SYSTEM

The Public Employees Retirement System of Ohio (OPERS) provides post-employment health care benefits to age and service retirants with ten or more years of qualifying Ohio service credit and to primary survivor recipients of such retirants. Health care coverage for disability recipients is also available. The health care coverage provided by the OPERS is considered an Other Post-employment Benefit (OPEB) as described in GASB Statement No. 12. A portion of each employer's contribution to the OPERS is set aside for the funding of post retirement health care. The Ohio Revised Code provides statutory Authority requiring public employers to fund post-employment health care through their contributions to the OPERS. The portion of the 2005 employer contribution rate (identified above) that was used to fund health care for the year ended June 30, 2006 was 4.0 percent of covered payroll,

# NOTE 7: POSTEMPLOYMENT BENEFITS PUBLIC EMPLOYEES RETIREMENT SYSTEM (Continued)

which amounted to \$43,168. The significant actuarial assumptions and calculations relating to post-employment health care benefits were based on the OPERS' latest actuarial review performed as of December 31, 2004. 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. 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 percent of unrealized market appreciation or depreciation on investment assets. The investment assumption rate for 2004 was 8.0 percent. An annual increase of 4.0 percent compounded annually is the base 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 4.0 percent base increase, were assumed to range from 0.50 percent to 6.3 percent. Health care costs were assumed to increase at a project wage inflation rate plus an additional factor ranging from 1% to 6% for the next 8 years. In subsequent years (9 and beyond), health care costs were assumed to increase at 4% (the projected wage inflation rate).

Benefits are advanced-funded on an actuarially determined basis. The number of active contributing participants was 376,109. The actuarial value of the OPERS' net assets available for OPEB at December 31, 2004 was \$10.8 billion. The actuarially accrued liability and the unfunded actuarial accrued liability, based on the actuarial cost method used, were \$29.5 billion and \$18.7 billion, respectively.

#### NOTE 8: PRIOR PERIOD ADJUSTMENT

A prior period adjustment of \$282,412 represented adjustments for the following:

Adjustment in the Housing Choice Voucher Program to eliminated prior year deferred revenue to reflect HUD changes in how the program if funded.
 Adjustment to properly state capital assets net of depreciation
 Total Prior Period Adjustment
 \$282,412

#### Erie Metropolitan Housing Authority FDS Schedule Submitted To REAC Proprietary Fund Type – Enterprise Fund June 30, 2006

Line		Business	Low Rent Public	Housing Choice	Public Housing Capital Fund		Common ant	Special Programs for the	Special Programs for the	
Item No.	Account Description	Activities	Housing	Vouchers	runa Program	State/Local	Component Units	Aging Title IIIB	Aging Title IIIC	Total
111	Cash - Unrestricted	\$2,175	\$40,074	\$755,012	\$0	\$5,924	\$123,802	\$0	\$20	\$927,007
113	Cash - Other Restricted	\$0	\$0	\$9,677	\$0	\$0	\$0	\$0	\$0	\$9,677
114	Cash - Tenant Security Deposits	\$0	\$27,306	\$0	\$0	\$0	\$0	\$0	\$0	\$27,306
100	Total Cash	\$2,175	\$67,380	\$764,689	\$0	\$5,924	\$123,802	\$0	\$20	\$963,990
		. ,	. ,	,	•				·	
122	Accounts Receivable - HUD Other Projects	\$0	\$0	\$0	\$21,171	\$0	\$0	\$0	\$0	\$21,171
124	Accounts Receivable - Other Government	\$0	\$0	\$0	\$0	\$0	\$0	\$4,174	\$9,345	\$13,519
125	Accounts Receivable - Miscellaneous	\$0	\$1,631	\$0	\$0	\$0	\$35,171	\$9,380	\$19,971	\$66,153
126	Accounts Receivable - Tenants - Dwelling Rents	\$0	\$3,376	\$0	\$0	\$0	\$0	\$0	\$0	\$3,376
126.1	Allowance for Doubtful Accounts - Dwelling Rents	\$0	(\$1,653)	\$0	\$0	\$0	\$0	\$0	\$0	(\$1,653)
127	Notes, Loans, & Mortgages Receivable - Current	\$0	\$7,100	\$0	\$0	\$0	\$0	\$0	\$0	\$7,100
128	Fraud Recovery	\$0	\$0	\$368,392	\$0	\$0	\$0	\$0	\$0	\$368,392
128.1	Allowance for Doubtful Accounts - Fraud	\$0	\$0	(\$358,151)	\$0	\$0	\$0	\$0	\$0	(\$358,151)
129	Accrued Interest Receivable	\$0	\$4,277	\$0	\$0	\$0	\$0	\$0	\$0	\$4,277
120	Total Receivables, net of allowances for doubtful accounts	\$0	\$14,731	\$10,241	\$21,171	\$0	\$35,171	\$13,554	\$29,316	\$124,184
131	Investments - Unrestricted	\$0	\$527,679	\$0	\$0	\$0	\$0	\$0	\$0	\$527,679
142		\$0	\$22,279	\$37,398	\$0 \$0	\$0 \$0	\$33,443	\$0 \$0	\$0 \$0	\$93,120
142	Prepaid Expenses and Other Assets Inventories	\$0 \$146	\$18,518	\$37,398	\$0 \$0	\$0 \$0	\$33,443	\$0 \$0	\$12,395	\$47,601
143.1	Allowance for Obsolete Inventories	\$140	(\$2,051)	\$4,734	\$0 \$0	\$0	\$11,808	\$0 \$0	\$12,393	(\$2,051)
143.1	Interprogram Due From	\$0	\$55,873	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$55,873
150	Total Current Assets	\$2,321	\$704,409	\$817,062	\$21,171	\$5,924	\$204,224	\$13,554	\$41,731	\$1,810,396
150	Total Cultellt Assets	\$4,341	\$ / 04,409	\$617,002	\$41,1/1	\$3,924	\$204,224	\$15,554	\$ <del>4</del> 1,/31	\$1,010,390

#### Erie Metropolitan Housing Authority FDS Schedule Submitted To REAC Proprietary Fund Type – Enterprise Fund June 30, 2006

Line			Low Rent	Housing	Public Housing Capital			Special Programs for the	Special Programs for the	
Item No.	Account Description	Business Activities	Public Housing	Choice Vouchers	Fund Program	State/Local	Component Units	Aging Title IIIB	Aging Title IIIC	Total
161	Land	\$0	\$722,441	\$0	\$0	\$0	\$0	\$0	\$0	\$722,441
162	Buildings	\$0	\$12,304,313	\$39,277	\$380,387	\$0	\$0	\$0	\$0	\$12,723,977
163	Furniture, Equipment & Machinery - Dwellings	\$0	\$172,942	\$0	\$6,120	\$0	\$0	\$0	\$0	\$179,062
164	Furniture, Equipment & Machinery - Administration	\$0	\$374,742	\$67,666	\$0	\$0	\$73,954	\$0	\$9,545	\$525,907
166	Accumulated Depreciation	\$0	(\$8,512,762)	(\$85,286)	(\$3,580)	\$0	(\$50,091)	\$0	(\$9,545)	(\$8,661,264)
160	Total Fixed Assets, Net of Accumulated Depreciation	\$0	\$5,061,676	\$21,657	\$382,927	\$0	\$23,863	\$0	\$0	\$5,490,123
190	Total Assets	\$2,321	\$5,766,085	\$838,719	\$404,098	\$5,924	\$228,087	\$13,554	\$41,731	\$7,300,519
312	Accounts Payable <= 90 Days	\$0	\$103,967	\$3,295	\$0	\$0	\$51,107	\$2,190	\$22,729	\$183,288
321	Accrued Wage/Payroll Taxes Payable	\$0	\$4,159	\$0	\$0	\$0	\$0	\$0	\$0	\$4,159
322	Accrued Compensated Absences - Current Portion	\$0	\$8,981	\$0	\$0	\$0	\$0	\$0	\$3,016	\$11,997
341	Tenant Security Deposits	\$0	\$23,710	\$0	\$0	\$0	\$0	\$0	\$0	\$23,710
342	Deferred Revenues	\$0	\$732	\$0	\$0	\$0	\$0	\$0	\$0	\$732
345	Other Current Liabilities	\$0	\$74,302	\$23,631	\$0	\$0	\$0	\$0	\$0	\$97,933
347	Interprogram Due To	\$687	\$0	\$22,447	\$21,171	\$0	\$3,470	\$3,128	\$4,970	\$55,873
310	Total Current Liabilities	\$687	\$215,851	\$49,373	\$21,171	\$0	\$54,577	\$5,318	\$30,715	\$377,692
354	Accrued Compensated Absences - Non Current	\$1,086	\$45,453	\$40,766	\$0	\$0	\$7,408	\$8,236	\$11,016	\$113,965
353	Noncurrent Liabilities - Other	\$0	\$0	\$9,677	\$0	\$0	\$0	\$0	\$0	\$9,677
350	Total Noncurrent Liabilities	\$1,086	\$45,453	\$50,443	\$0	\$0	\$7,408	\$8,236	\$11,016	\$123,642
300	Total Liabilities	\$1,773	\$261,304	\$99,816	\$21,171	\$0	\$61,985	\$13,554	\$41,731	\$501,334

# Erie Metropolitan Housing Authority FDS Schedule Submitted To REAC Proprietary Fund Type – Enterprise Fund June 30, 2006

	T			June 50, 2000		1	1			
					Public			Special	Special	
					Housing			Programs	Programs	
Line			Low Rent	Housing	Capital			for the	for the	
Item		Business	Public	Choice	Fund		Component	Aging Title	Aging Title	
No.	Account Description	Activities	Housing	Vouchers	Program	State/Local	Units	IIIB	IIIC	Total
508.1	Invested in Capital Assets, Net of Related Debt	\$0	\$5,061,676	\$21,657	\$382,927	\$0	\$23,863	\$0	\$0	\$5,490,123
512.1	Unrestricted Net Assets	\$548	\$443,105	\$717,246	\$0	\$5,924	\$142,239	\$0	\$0	\$1,309,062
513	Total Equity/Net Assets	\$548	\$5,504,781	\$738,903	\$382,927	\$5,924	\$166,102	\$0	\$0	\$6,799,185
600	Total Liabilities and Equity/Net Assets	\$2,321	\$5,766,085	\$838,719	\$404,098	\$5,924	\$228,087	\$13,554	\$41,731	\$7,300,519
703	Net Tenant Rental Revenue	\$0	\$273,776	\$0	\$0	\$0	\$0	\$0	\$0	\$273,776
704	Tenant Revenue - Other	\$0	\$45,380	\$0	\$0	\$0	\$0	\$0	\$0	\$45,380
705	Total Tenant Revenue	\$0	\$319,156	\$0	\$0	\$0	\$0	\$0	\$0	\$319,156
706	HUD PHA Operating Grants	\$0	\$833,798	\$5,403,503	\$96,078	\$0	\$0	\$0	\$0	\$6,333,379
706.1	Capital Grants	\$0	\$0	\$0	\$384,190	\$0	\$0	\$0	\$0	\$384,190
708	Other Government Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$39,755	\$174,836	\$214,591
711	Investment Income - Unrestricted	\$39	\$18,019	\$2,252	\$0	\$0	\$0	\$0	\$0	\$20,310
714	Fraud Recovery	\$0	\$0	\$1,530	\$0	\$0	\$0	\$0	\$0	\$1,530
715	Other Revenue	\$10,440	\$35,251	\$2,570	\$0	\$8,330	\$363,025	\$169,048	\$223,278	\$811,942
716	Gain/Loss on Sale of Fixed Assets	\$0	(\$5,013)	\$0	\$0	\$0	\$0	\$0	\$0	(\$5,013)
720	Investment Income - Restricted	\$0	\$0	\$12,077	\$0	\$0	\$0	\$0	\$0	\$12,077
700	Total Revenue	\$10,479	\$1,201,211	\$5,421,932	\$480,268	\$8,330	\$363,025	\$208,803	\$398,114	\$8,092,162
911	Administrative Salaries	\$6,811	\$226,115	\$245,660	\$50,161	\$0	\$81,771	\$91,679	\$106,634	\$808,831
912	Auditing Fees	\$275	\$2,506	\$8,971	\$0	\$0	\$425	\$664	\$824	\$13,665
914	Compensated Absences	\$1,086	\$54,344	\$40,766	\$0	\$0	\$7,408	\$8,236	\$14,032	\$125,872
	Employee Benefit Contributions -									
915	Administrative	\$2,382	\$72,176	\$76,014	\$9,963	\$0	\$18,147	\$34,749	\$40,330	\$253,761
916	Other Operating - Administrative	\$1,280	\$52,930	\$69,140	\$9,553	\$0	\$13,434	\$9,182	\$2,844	\$158,363
921	Tenant Services - Salaries	\$0	\$14,063	\$0	\$0	\$0	\$0	\$0	\$0	\$14,063

# Erie Metropolitan Housing Authority FDS Schedule Submitted To REAC Proprietary Fund Type – Enterprise Fund June 30, 2006

-				June 30, 2000				G : 1	0 : 1	
					Public			Special	Special	
			T D :		Housing			Programs	Programs	
Line		ъ.	Low Rent	Housing	Capital		<b>C</b> .	for the	for the	
Item	A Demodration	Business	Public	Choice	Fund	Ct - t - /T 1	Component	Aging Title	Aging Title	T.4.1
No.	Account Description	Activities	Housing	Vouchers	Program	State/Local	Units	IIIB	IIIC	Total
	Employee Benefit Contributions - Tenant									
923	Services	\$0	\$4,627	\$0	\$0	\$0	\$0	\$0	\$0	\$4,627
924	Tenant Services - Other	\$0	\$16,836	\$0	\$0	\$0	\$0	\$0	\$0	\$16,836
931	Water	\$0	\$57,466	\$0	\$0	\$0	\$0	\$0	\$0	\$57,466
932	Electricity	\$0	\$105,505	\$0	\$0	\$0	\$0	\$0	\$0	\$105,505
933	Gas	\$0	\$103,753	\$0	\$0	\$0	\$0	\$0	\$0	\$103,753
941	Ordinary Maintenance and Operations - Labor	\$0	\$114,900	\$0	\$0	\$0	\$0	\$0	\$0	\$114,900
	Ordinary Maintenance and Operations -									
942	Materials and Other	\$0	\$72,942	\$0	\$0	\$75	\$16,030	\$36,384	\$188,516	\$313,947
,	Ordinary Maintenance and Operations -	**	4,	**	**	4,10	410,000	400,000	4-00,0-0	40.00,5.11
943	Contract Costs	\$771	\$151,191	\$36,040	\$26,401	\$2,331	\$36,697	\$4,004	\$39,970	\$297,405
743		Ψ//1	\$131,171	\$50,040	Ψ20,401	\$2,331	\$50,077	ψ+,00+	Ψ32,270	Ψ277,π03
0.45	Employee Benefit Contributions - Ordinary	¢ο	¢42.200	¢ο	60	60	60	60	¢ο	¢42.200
945	Maintenance	\$0	\$42,308	\$0	\$0	\$0	\$0	\$0	\$0	\$42,308
952	Protective Services - Other Contract Costs	\$0	\$36,042	\$0	\$0	\$0	\$0	\$0	\$0	\$36,042
961	Insurance Premiums	\$0	\$83,566	\$47,161	\$0	\$0	\$11,957	\$19,997	\$3,559	\$166,240
962	Other General Expenses	\$0	\$3,862	\$2,332	\$0	\$0	\$154,814	\$0	\$0	\$161,008
963	Payments in Lieu of Taxes	\$0	\$1,252	\$0	\$0	\$0	\$0	\$0	\$0	\$1,252
964	Bad Debt - Tenant Rents	\$0	\$41,119	\$0	\$0	\$0	\$0	\$0	\$0	\$41,119
968	Severance Expense	\$0	\$1,903	\$0	\$0	\$0	\$2,273	\$3,908	\$1,405	\$9,489
969	Total Operating Expenses	\$12,605	\$1,259,406	\$526,084	\$96,078	\$2,406	\$342,956	\$208,803	\$398,114	\$2,846,452
	5 pr	, ,	, , ,	4	4,	. , ,	<b>4</b> - <b>9</b>	*	4 9	,,,,,,,
	Excess Operating Revenue over Operating									
970	Expenses	(\$2,126)	(\$58,195)	\$4,895,848	\$384,190	\$5,924	\$20,069	\$0	\$0	\$5,245,710
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971	Extraordinary Maintenance	\$0	\$1,108	\$0	\$0	\$0	\$0	\$0	\$0	\$1,108
972	Casualty Losses - Non-Capitalized	\$0	\$2,500	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500
973	Housing Assistance Payments	\$0	\$0	\$4,486,829	\$0	\$0	\$0	\$0	\$0	\$4,486,829

# Erie Metropolitan Housing Authority FDS Schedule Submitted To REAC Proprietary Fund Type – Enterprise Fund June 30, 2006

				June 30, 2000	)					
Line			Low Rent	Housing	Public Housing Capital			Special Programs for the	Special Programs for the	
Item		Business	Public	Choice	Fund		Component	Aging Title	Aging Title	
No.	Account Description	Activities	Housing	Vouchers	Program	State/Local	Units	IIIB	IIIC	Total
974	Depreciation Expense	\$0	\$508,682	\$3,831	\$3,567	\$0	\$9,469	\$0	\$0	\$525,549
900	Total Expenses	\$12,605	\$1,771,696	\$5,016,744	\$99,645	\$2,406	\$352,425	\$208,803	\$398,114	\$7,862,438
1000	Excess (Deficiency) of Operating Revenue Over (Under) Expenses	(\$2,126)	(\$570,485)	\$405,188	\$380,623	\$5,924	\$10,600	\$0	\$0	\$229,724
1103	Beginning Equity	\$2,674	\$6,053,470	\$73,099	\$2,304	\$0	\$155,502	\$0	\$0	\$6,287,049
1104	Prior Period Adjustments, Equity Transfers and Correction of Errors	\$0	\$21,796	\$260,616	\$0	\$0	\$0	\$0	\$0	\$282,412
	Endign Equity	\$548	\$5,504,781	\$738,903	\$382,927	\$5,924	\$166,102	\$0	\$0	\$6,799,185
1113	Maximum Annual Contributions Commitment (Per ACC)	\$0	\$0	\$5,386,870	\$0	\$0	\$0	\$0	\$0	\$5,386,870
1114	Prorata Maximum Annual Contributions Applicable to a Period of less than Twelve Months	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
1115	Contingency Reserve, ACC Program Reserve	\$0	\$0	\$675,375	\$0	\$0	\$0	\$0	\$0	\$675,375
1116	Total Annual Contributions Available	\$0	\$0	\$6,062,245	\$0	\$0	\$0	\$0	\$0	\$6,062,245
		* -		. , . , .						. , . , .
1120	Unit Months Available	0	2,699	12,084	0	0	0	0	0	14,783
1121	Number of Unit Months Leased	0	2,627	11,598	0	0	0	0	0	14,225

### Erie Metropolitan Housing Authority PHA's Statement and Certification of Actual Modernization Cost June 30, 2006

## Capital Fund Program Number OH12P02850103

1. The Program Costs are as follows:

Funds Approved	\$362,759
Funds Expended	362,759
Excess (Deficiency) of Funds Approved	\$ -0-
Funds Advanced	\$362,759
Funds Expended	362,759
Excess (Deficiency) of Funds Advanced	\$ -0-

- 2. All costs have been paid and there are no outstanding obligations.
- 3. The Final Financial Status Report was signed and filed on August 11, 2005.
- 4. The final costs on the certification agree to the Authority's records.

### Erie Metropolitan Housing Authority PHA's Statement and Certification of Actual Modernization Cost June 30, 2006

## Capital Fund Program Number OH12P02850203

1. The Program Costs are as follows:

Funds Approved	\$72,297
Funds Expended	72,297
Excess (Deficiency) of Funds Approved	\$ -0-
Funds Advanced	\$72,297
Funds Expended	72,297
Excess (Deficiency) of Funds Advanced	\$ -0-

- 2. All costs have been paid and there are no outstanding obligations.
- 3. The Final Financial Status Report was signed and filed on May 25, 2006.
- 4. The final costs on the certification agree to the Authority's records.

### Erie Metropolitan Housing Authority PHA's Statement and Certification of Actual Modernization Cost June 30, 2006

### Comprehensive Grant Number OH12P02870597

### 1. The Program Costs are as follows:

Funds Approved	\$365,580
Funds Expended	365,580
Excess (Deficiency) of Funds Approved	\$ -0-
Funds Advanced	\$365,580
Funds Expended	365,580
Excess (Deficiency) of Funds Advanced	\$ -0-

- 2. All costs have been paid and there are no outstanding obligations.
- 3. The Final Financial Status Report was signed and filed on March 22, 2001.
- 4. The final costs on the certification agree to the Authority's records.

## Erie Metropolitan Housing Authority Schedule of Expenditures Federal Award For the Year Ended June 30, 2006

FEDERAL GRANTOR / PASS THROUGH GRANTOR PROGRAM TITLES	CFDA NUMBER	EXPENDITURES
U.S. Department of Housing and Urban Development Direct Program		
Low Rent Public Housing	14.850	\$ 833,798
Housing Choice Voucher Program	14.871	5,403,503
Public Housing – Capital Fund Program	14.872	480,268
Total U.S. Department of Housing and Urban Development		6,717,569
U.S. Department of Health and Human Services Pass-Through Program From: Area Office on Aging of Northwestern Ohio, Inc.		
Aging Programs (Cluster) Special Program for the Aging – Title III, Part B Grants for Supportive Services and Senior Center	93.044	39,755
Special Programs for the Aging – Title III, Part C Nutrition Services	93.045	174,836
<b>Total U.S. Department of Health and Human Services</b>		214,591
Total Expenditure of Federal Award		\$6,932,160



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# REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors Erie Metropolitan Housing Authority

I have audited the financial statements of the business-type activities, and the aggregate discretely presented component unit of the Erie Metropolitan Housing Authority, Ohio, as of and for the year ended June 30, 2006, which collectively comprise the Erie Metropolitan Housing Authority basic financial statements and have issued my report thereon dated January 19, 2007. I conducted my audit in accordance with auditing standards generally accepted in the United State of America 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 my audit, I considered Erie Metropolitan Housing Authority, Ohio's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a reportable 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 caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Erie Metropolitan Housing Authority, Ohio's financial statements are free of material misstatement, I 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 my audit and, accordingly, I do not express such an opinion. The results of my 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 directors, management, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other that these specified parties.

Salvatore Consiglio, CPA, Inc.

January 19, 2007



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

Board of Directors Erie Metropolitan Housing Authority

### **Compliance**

I have audited the compliance of the Erie Metropolitan Housing Authority, 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 June 30, 2006. Erie Metropolitan Housing Authority, Ohio major federal programs are identified in the Summary of Auditor's result 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 Erie Metropolitan Housing Authority, Ohio's management. My responsibility is to express an opinion on Erie Metropolitan Housing Authority, Ohio's compliance based on my audit.

I conducted my 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; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that I 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 Erie Metropolitan Housing Authority, Ohio's compliance with those requirements and performing such other procedures as I considered necessary in the circumstances. I believe that my audit provides a reasonable basis for my opinion. My audit does not provide a legal determination on Erie Metropolitan Housing Authority, Ohio's compliance with those requirements.

In my opinion, Erie Metropolitan Housing Authority, Ohio, 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 June 30, 2006.

### **Internal Control Over Compliance**

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

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

This report is intended for the information of the Board of Directors, management, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than those specified parties.

Salvatore Consiglio, CPA, Inc.

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January 19, 2007

### Erie Metropolitan Housing Authority Schedule of Findings and Questioned Costs OMB Circular A-133 § .505 June 30, 2006

## 1. SUMMARY OF AUDITOR'S RESULTS

Type of Financial Statement Opinion	Unqualified
Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	No
Were there any other reportable 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–Housing Choice Voucher
Dollar Threshold: Type A/B	Type A: > \$300,000
Programs	Type B: All Others
Low Risk Auditee?	Yes

### 2. FINDINGS RELATED TO THE FINANCIAL STATEMENTS

There are no Findings or questioned costs for the year ended June 30, 2006.

### 3. FINDINGS RELATED TO FEDERAL AWARDS

There are no Findings or questioned costs for the year ended June 30, 2006.

# Erie Metropolitan Housing Authority Schedule of Prior Audit Findings June 30, 2006

The June 30, 2005 audit report contained no audit findings.



# Mary Taylor, CPA Auditor of State

### **ERIE METROPOLITAN HOUSING AUTHORITY**

### **ERIE 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.

**CLERK OF THE BUREAU** 

Susan Babbitt

CERTIFIED MAY 10, 2007