



*VINTON
METROPOLITAN HOUSING AUTHORITY*

MCARTHUR, OHIO

SINGLE AUDIT

For the Year Ended September 30, 2013

J.L. UHRIG
AND ASSOCIATES INC.

CERTIFIED PUBLIC ACCOUNTANT AND MANAGEMENT CONSULTANTS





Dave Yost • Auditor of State

Board of Directors
Vinton Metropolitan Housing Authority
310 W. High Street
McArthur, Ohio 45651

We have reviewed the *Independent Auditor's Report* of the Vinton Metropolitan Housing Authority, Vinton County, prepared by J. L. Uhrig and Associates, Inc., for the audit period October 1, 2012 through September 30, 2013. 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 Vinton Metropolitan Housing Authority is responsible for compliance with these laws and regulations.

A handwritten signature in black ink that reads "Dave Yost".

Dave Yost
Auditor of State

March 31, 2014

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VINTON METROPOLITAN HOUSING AUTHORITY
Table of Contents
For the Year Ended September 30, 2012

Independent Auditor’s Report	i
Management’s Discussion and Analysis	1
BASIC FINANCIAL STATEMENTS:	
Statement of Net Assets.....	5
Statement of Revenues, Expenses and Change in Net Assets	6
Statement of Cash Flows	7
Notes to the Basic Financial Statements.....	8
SUPPLEMENTAL INFORMATION AND SCHEDULES:	
Schedule of Net Assets.....	17
Schedule of Revenues, Expenses and Change in Net Assets	18
Summary of Activities.....	19
Schedule of Federal Awards Expenditures	20
AUDIT REPORTS:	
Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Required by Government Auditing Standards.....	21
Independent Auditor’s Report on Compliance with Requirements Applicable to Each Major Program and on Internal Control over Compliance in Accordance with OMB Circular A-133	23
Schedule of Findings	25

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Independent Auditor's Report

Board of Directors
Vinton Metropolitan Housing Authority
310 W. High Street
McArthur, Ohio 45651

Report on the Financial Statements

We have audited the accompanying basic financial statements of the Vinton Metropolitan Housing Authority (the Authority) as of and for the year ended September 30, 2013, and related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Authority as of September 30, 2013, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with the accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 1-4 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management about methods of preparing the information and comparing the information for consistency with management's responses to our inquires, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplemental and Other Information

Our audit was conducted for the purpose of forming an opinion on the Authority's basic financial statements taken as a whole. The schedule of expenditures of federal awards is required by Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. The schedule of expenditures of federal awards is presented for purpose of additional analysis and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards and the supplemental financial data schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. These schedules were subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards and the supplemental financial data schedules are fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Board of Directors
Vinton Metropolitan Housing Authority
Independent Auditor's Report

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated January 23, 2014, on our consideration of the Authority's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not provide an opinion on internal control over financial reporting or on compliance. The report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

J. L. Uhrig and Associates, Inc.

J. L. UHRIG AND ASSOCIATES, INC.
Chillicothe, Ohio

January 23, 2014

VINTON METROPOLITAN HOUSING AUTHORITY

Management's Discussion and Analysis For the Year Ended September 30, 2013

As management of the Vinton Metropolitan Housing Authority ("Authority"), we offer readers of the Authority's basic financial statements this narrative overview and analysis of the financial activities of the Authority for the year ended September 30, 2013. This discussion and analysis is designed to assist the reader in focusing on the significant financial issues and activities and to identify any significant changes in financial position. We encourage readers to consider the information presented here in conjunction with the basic financial statements taken as a whole.

Financial Highlights

1. The Authority has net position of \$15,749. This net position results from the difference between total assets of \$72,400 and total liabilities of \$56,651.
2. Current and other assets of \$33,969 consist of non-restricted Cash and Cash Equivalents of \$32,876 and Prepaid Expenses of \$1,093.
3. Current liabilities of \$26,619 consist of Accounts Payable of \$20,650; Accrued Wages and Payroll Taxes Payable of \$1,950; Accrued Compensated Absences of \$1,510 and Mortgages Payable of \$2,509.

Basic Financial Statements and Presentation

The financial statements presented by the Authority are the Statement of Net Position, Statement of Revenues, Expenses and Change in Net Position and Statement of Cash Flows. These statements are presented using the economic resources measurement focus and the accrual basis of accounting. The Authority maintains several programs that are structured as a single enterprise fund with revenues recognized when earned and measurable, not when received. Expenses are recognized when they are incurred, not when paid. Capital assets are capitalized and depreciated, except land, over their estimated useful lives.

The *Statement of Net Position* presents information on all the Authority's assets and liabilities, with the difference between the two reported as net position. Over time, increases and decreases in net position may serve as a useful indicator of whether the financial position of the Authority is improving or deteriorating. Net position increases when revenues exceed expenses. Increases in assets without a corresponding increase to liabilities results in increased net position, which indicate improved financial condition.

The *Statement of Revenues, Expenses and Change in Net Position* present information showing how the Authority's net position changed during the year. This statement summarizes operating revenues and expenses along with nonoperating revenues and expenses. In addition, this statement lists capital grant revenues received from federal, state and local governments.

The *Statement of Cash Flows* allows financial statement users to assess the Authority's adequacy or ability to generate sufficient cash flows to meet its obligations in a timely manner. The statement is generally classified into four categories: 1) Cash flows from operating activities, 2) Cash flows from noncapital financing activities, 3) Cash flows from capital and related financing activities, and 4) Cash flows from investing activities.

VINTON METROPOLITAN HOUSING AUTHORITY
Management's Discussion and Analysis
For the Year Ended September 30, 2013

Notes to the Basic Financial Statements

The notes to the basic financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements.

Financial Analysis of the Authority

Recall that the statement of net position provides the perspective of the Authority as a whole, showing assets, liabilities, and the difference between them (net position). Table 1 provides a summary of the Authority's net position for 2013 compared to 2012:

Table 1
Condensed Summary of Net Position

	2013	2012
<i>Assets:</i>		
Current and Other Assets	\$33,969	\$49,299
Capital Assets (net of accumulated depreciation)	38,431	40,698
Total Assets	72,400	89,997
<i>Liabilities:</i>		
Current Liabilities	26,619	27,032
Long-term Liabilities	30,032	33,305
Total Liabilities	56,651	60,337
<i>Net Position:</i>		
Net Investment in Capital Assets	19,788	19,667
Unrestricted	(4,039)	9,993
Total Net Position	\$15,749	\$29,660

During 2013, current and other assets decreased by \$15,330, and current liabilities decreased by \$413. The change in current assets was mainly due to the change in cash balance. This change was caused by the result of current year activities. The change in current liabilities is mainly due to the decrease in accounts payable.

VINTON METROPOLITAN HOUSING AUTHORITY
Management's Discussion and Analysis
For the Year Ended September 30, 2013

Table 2

Condensed Summary of Revenues, Expenses and Change in Net Position

	2013	2012
Operating Revenues (Expenses):		
Operating Revenues	\$741,378	\$757,565
Operating Expenses (excluding depreciation)	(752,306)	(780,064)
Depreciation Expenses	(2,267)	(2,267)
Operating Income (Loss)	(13,195)	(24,766)
Nonoperating Revenue (Expense):		
Interest Income	76	53
Interest Expense	(792)	(445)
Total Nonoperating Revenue (Expense)	(716)	(392)
Change in Net Position	(13,911)	(25,158)
Net Position, Beginning of Year	29,660	54,818
Net Position, End of Year	<u>\$15,749</u>	<u>\$29,660</u>

VINTON METROPOLITAN HOUSING AUTHORITY

Management's Discussion and Analysis For the Year Ended September 30, 2013

Financial Operating Activities

The most significant operating expenses for the Authority are Housing Assistance Payments, Administrative Salaries, and Employee Benefits. These expenses account for 95.41% of the total operating expenses. Housing Assistance Payments, which accounts for 83.60% of the total, represents costs associated with providing housing assistance for low-income tenants. Administrative Salaries, which accounts for 9.04 % of the total, represents costs associated with salaried and hourly employees. Employee Benefits, which accounts for 2.77 % of the total, represents costs associated with fringe benefits provided to employees.

Funding for the most significant operating expenses indicated above is from HUD Grants. These revenues account for 98.72% of the total revenues of \$741,378. HUD Grants revenue for 2013 was \$731,876. Other Revenue makes up the remaining 1.28%

The Authority monitors its sources of revenues very closely for fluctuations.

Capital Assets and Debt Administration

The Authority's investment in capital assets as of September 30, 2013, amounts to \$19,788 (net of accumulated depreciation and related debt). This investment in capital assets includes land, buildings, equipment and vehicles.

Additional information concerning the Authority's capital assets can be found in Note 9 of the notes to the basic financial statements.

As of September 30, 2013, the Authority had \$18,643 in mortgages payable with \$2,509 due within one year.

Additional information concerning the Authority's long-term obligations can be found in Note 10 of the notes to the basic financial statements.

Economic Factors

The economic outlook for the Authority is uncertain at this time. The slow economy has an impact on low-income households' ability to pay rent. Federal funding is at the discretion of the U.S. Department of Housing and Urban Development and is insufficient to cover operating costs and capital related needs for Public Housing Units. Section 8 administrative fees decreased retroactively to January 1, 2004 by three percent and additional cuts are possible. Locally, we are being impacted by negative employment factors such as stagnant job growth and a sluggish market.

Contacting the Authority's Financial Management

This financial report is designed to provide our citizens, customers, and creditors with a general overview of the Authority's finances and to show the Authority's accountability for the money it receives. If you have questions about this report or need additional financial information, contact J. Richard Griffith, Executive Director, 310 W. High Street P.O. Box 487, McArthur, Ohio 45651.

VINTON METROPOLITAN HOUSING AUTHORITY
Statement of Net Position - Proprietary Fund Type
September 30, 2013

Assets:

Current Assets:

Cash - Unrestricted	\$32,876
Prepaid Expenses	1,093
<i>Total Current Assets</i>	33,969

Noncurrent Assets:

Nondepreciable Capital Assets	5,000
Depreciable Capital Assets	33,431
<i>Total Noncurrent Assets</i>	38,431

<i>Total Assets</i>	72,400
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Liabilities:

Current Liabilities:

Accrued Wages/Payroll Taxes Payable	1,950
Accounts Payable	20,650
Accrued Compensated Absences	1,510
Mortgages Payable	2,509
<i>Total Current Liabilities</i>	26,619

Noncurrent Liabilities:

Accrued Compensated Absences	13,898
Mortgages Payable	16,134
<i>Total Noncurrent Liabilities</i>	30,032

<i>Total Liabilities</i>	56,651
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Net Position:

Net Investment in Capital Assets	19,788
Unrestricted	(4,039)
	15,749

<i>Total Net Position</i>	\$15,749
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The notes to the basic financial statements are an integral part of this statement.

VINTON METROPOLITAN HOUSING AUTHORITY
Statement of Revenues, Expenses and Change in Net Position
Proprietary Fund Type
For the Year Ended September 30, 2013

Operating Revenues:

HUD Grants	\$731,876
Other Revenue	9,502
<i>Total Operating Revenues</i>	741,378

Operating Expenses:

Housing Assistance Payments	630,810
Administrative Salaries	68,184
Employee Benefits	20,918
Other - Administrative	9,508
Material and Labor/Maintenance	4,034
Utilities	2,111
General Expenses	16,741
Depreciation	2,267
<i>Total Operating Expenses</i>	754,573

Operating Income (Loss)	(13,195)
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Nonoperating Revenue (Expense):

Interest Income	76
Interest Expense	(792)
<i>Total Nonoperating Revenue(Expense)</i>	(716)

Change in Net Position	(13,911)
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Net Position at Beginning of Year	29,660
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Net Position at End of Year	\$15,749
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The notes to the basic financial statements are an integral part of this statement.

VINTON METROPOLITAN HOUSING AUTHORITY
Statement of Cash Flows Proprietary Fund Type
For the Year Ended September 30, 2013

Cash Flow from Operating Activities:

Cash Received from HUD	\$731,876
Other Cash Receipts	9,502
Housing Assistance Payments	(630,810)
Administrative Salaries and Benefits	(89,924)
Other Administrative	(9,508)
Ordinary Maintenance	(4,034)
Other Operating Expenses	(19,275)
	(12,173)

Net Cash Flow from Operating Activities (12,173)

Cash Flow from Capital and Related Financing Activities:

Cash Payments for Interest	(792)
Cash Payments for Principal	(2,388)
	(3,180)

Net Cash Flow from Capital and Related Financing Activities (3,180)

Cash Flow from Investing Activity:

Cash Received from Interest	76
	76

Net Increase (Decrease) in Cash and Cash Equivalents (15,277)

Cash and Cash Equivalents - Beginning of Year 48,153

Cash and Cash Equivalents - End of Year \$32,876

Reconciliation of Operating Income (Loss) to

Net Cash Flow from Operating Activities:

Operating Income (Loss)	(\$13,195)
<i>Adjustments to Reconcile Operating Income (Loss)</i>	
<i>to Net Cash Flow from Operating Activities:</i>	
Depreciation	2,267
<i>(Increase) Decrease in Assets:</i>	
Prepaid Expenses	53
<i>Increase (Decrease) in Liabilities:</i>	
Accounts Payable	(476)
Accrued Wages & Benefits	20
Accrued Compensated Absences	(842)
	(12,173)

Net Cash Flow from Operating Activities (\$12,173)

The notes to the basic financial statements are an integral part of this statement.

VINTON METROPOLITAN HOUSING AUTHORITY
Notes to the Basic Financial Statements
For the Year Ended September 30, 2013

NOTE 1 - DESCRIPTION OF THE AUTHORITY, PROGRAMS AND REPORTING ENTITY

Description of the Authority and Programs

Vinton Metropolitan Housing Authority was created under Section 3735.07 of the Ohio Revised Code. The Authority contracts with the U.S. Department of Housing and Urban Development (HUD) to provide low-income persons with safe and sanitary housing through rent subsidies provided by HUD (Section 8 Housing Assistance). The majority of the Authority's rental income is received from HUD.

A summary of the significant programs administered by the Authority is provided below:

Section 8 Rental Voucher Program - Under the Section 8 Voucher Program, low-income tenants lease housing units directly from private landlords rather than from the Authority. HUD contracts with the Authority, which in turn, contracts with the private landlords and makes assistance payments for the difference between the approved contract rent and the actual rent paid by the low-income tenants.

Family Self Sufficiency (FSS) Program - This program is designed to help participants achieve economic independence and self-sufficiency.

Reporting Entity

A reporting entity is comprised of the primary government, component units, and other organizations that are included to ensure that the financial statements are not misleading. The primary government of the Authority consists of all funds, departments, boards, and agencies that are not legally separate from the Authority. For the Authority, this includes general operations and the Section 8 program.

The Vinton Metropolitan Housing Authority was established for the purpose of engaging the development, acquisition, and administrative activities of the low-income housing program. An Annual Contributions Contract (ACC) was signed by the Vinton Metropolitan Housing Authority and the U.S. Department of Housing and Urban Development (HUD), under 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 were 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, as amended by GASB Statement No. 39, is the "primary government." A fundamental characteristic of a primary government is that it is a fiscally independent entity. In evaluating how to define the financial reporting entity, management has considered all potential component units. A component unit is a legally separate entity for which the primary government is financially accountable. The criteria of financial accountability, is the ability of the primary government to impose its will upon the potential component unit. These criteria were considered in determining the reporting entity. The Authority has no component units.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Authority have been prepared in conformity with accounting principles generally accepted in the United States of America 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.

VINTON METROPOLITAN HOUSING AUTHORITY
Notes to the Basic Financial Statements
For the Year Ended September 30, 2013

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

Basis of Presentation – Fund Accounting

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

A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special restrictions or limitations. For financial statement presentation purposes, the funds of the Authority are grouped into the following fund type.

PROPRIETARY FUND TYPE: The proprietary fund is used to account for the Authority's ongoing activities which are similar to those found in a private sector. The following is the Authority's proprietary fund:

Enterprise Fund - The enterprise fund is used to account for operations 1) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or 2) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

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.

Measurement Focus

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

Basis of Accounting

The proprietary fund type uses the accrual basis of accounting for reporting purposes. Revenues are recognized when they are earned and measurable and expenses are recorded at the time liabilities are incurred, if measurable.

Budgetary Data

The Authority is not required to follow the budgetary requirements of the Ohio Revised Code. However, the Authority does maintain a budget for management purposes.

VINTON METROPOLITAN HOUSING AUTHORITY
Notes to the Basic Financial Statements
For the Year Ended September 30, 2013

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

Cash and Cash Equivalents

Cash and cash equivalents consist of funds deposited in checking accounts and are stated at cost, which approximates market value.

For purposes of the statement of cash flows and for presentation on the statement of net assets, cash and cash equivalents include all highly liquid debt instruments with an original maturity of three months or less at the time they are purchased.

Prepaid Items

Payments made to vendors for services that will benefit periods beyond September 30, 2013, are recorded as prepaid items by using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and an expense is reported in the year in which services are consumed.

Capital Assets

Land, buildings, equipment and vehicles are recorded at historical cost. Donated land, buildings, equipment and vehicles are recorded at their fair value on the date donated. The Authority capitalizes all assets with a cost of \$3,000 or more. Depreciation is calculated on a straight-line method using half-year convention over the following useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Buildings and Improvements	30
Equipment	7
Vehicles	5-7

Compensated Absences

The Authority reports compensated absences in accordance with the provisions of GASB No. 16, *Accounting for Compensated Absences*.

Sick leave benefits are accrued as a liability using the vesting method. Sick leave benefits are accrued as a liability for employees who are currently eligible to receive termination benefits and those identified as probable of receiving payment in the future. Vacation benefits are accrued as a liability as the benefits are earned by the employees if the employees' rights to receive compensation are attributed to services already rendered and it is probable that the Authority will compensate the employees for the benefits through paid time off or some other means. The liability for sick leave and vacation benefits is based on accumulated unused balances and employees' wage rates at fiscal year end. Compensated absences are expensed when earned by the employees.

Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the proprietary fund. For the Authority, these revenues are tenant revenues, operating grants from HUD and other miscellaneous revenue.

Operating expenses are those expenses that are expended directly for the primary activity of the proprietary fund. For the Authority, these expenses are primarily administrative, benefits, maintenance and operations, depreciation, and housing assistance payments.

VINTON METROPOLITAN HOUSING AUTHORITY
Notes to the Basic Financial Statements
For the Year Ended September 30, 2013

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

Net Position

Net position represents the difference between assets and liabilities. Net investment 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 position is recorded as restricted when there are limitations imposed on their use by either internal or external restrictions. The Authority did not have any restricted net position for the year ended September 30, 2013.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

NOTE 3 - CASH AND INVESTMENTS

Legal Requirements

State Statutes require the classification of cash into three categories.

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

Inactive cash is public deposits not required for use within the current five year period of designation of depositories. Inactive funds may only be used to purchase investments which mature or are redeemable within five years from the date of purchase.

Interim cash is public deposits not needed for immediate use but which will be needed before the current depository agreement expires. Interim funds may only be invested or deposited in the following securities:

1. United States Treasury Notes, Bills, Bonds, or any other obligation or security issued by the United States Treasury or any other obligation guaranteed as to principal and interest by the United States;
2. Bonds, notes debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
3. Written repurchase agreements in the securities listed above, provided that the fair value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to fair value daily, and that the term of the agreement must not exceed thirty days;

VINTON METROPOLITAN HOUSING AUTHORITY
Notes to the Basic Financial Statements
For the Year Ended September 30, 2013

NOTE 3 - CASH AND INVESTMENTS - (Continued)

4. Bond and other obligations of the State of Ohio;
5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) of this section, and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
6. The State Treasurer's investment pool. (STAROhio);
7. Certain banker's acceptances and commercial paper notes for a period not to exceed one hundred eighty days from the date of purchase in an amount not to exceed twenty-five percent of interim monies available for investment at any time; and
8. Under limited circumstances, corporate debt interests rated in either of the two highest rating classifications by at least two nationally recognized rating agencies.

Public depositories must give security for all public funds on deposit. Protection of the 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 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.

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 qualified trustee or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

The following information classifies deposits by category of risk as defined in GASB Statement No. 3, *Deposits with Financial Institutions, Investments and Reverse Repurchase Agreements* and GASB Statement No. 40, *Deposit and Investment Risk Disclosures*. The Authority held no investments at the end of the year.

Deposits: Custodial credit risk is the risk that, in the event of a bank failure, the Authority's deposits may not be returned. All deposits are collateralized with eligible securities. Such collateral, as permitted by the Ohio Revised Code, is held in single financial institution collateral pools at 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.

At September 30, 2013, the carrying amount of all Authority deposits was \$32,876. All of the Authority's bank balance was covered by the Federal Deposit Insurance Corporation.

VINTON METROPOLITAN HOUSING AUTHORITY
Notes to the Basic Financial Statements
For the Year Ended September 30, 2013

NOTE 4 - DEFINED BENEFIT PENSION PLANS

The employees of the Authority are covered by the Ohio Public Employees Retirement System (OPERS), who administers three separate pension plans. The Traditional Pension Plan is a cost-sharing multiple-employer defined benefit pension plan. The Member-Directed Plan is a defined contribution plan in which the member invests both member and employer contributions (employer contributions vest over five years at 20 percent per year). Under the Member-Directed Plan members accumulate retirement assets equal to the value of member and (vested) employer contributions plus any investment earnings thereon.

The Combined Plan is a cost-sharing multiple-employer defined benefit pension plan. Under the Combined Plan employer contributions are invested by the retirement system to provide a formula retirement benefit similar in nature to the Traditional 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.

OPERS provide basic retirement and disability benefits, annual cost-of-living adjustments and death benefits to plan members of the Traditional and Combined Plans. Members of the Member-Directed Plan do not qualify for ancillary benefits. Chapter 145 of the Ohio Revised Code provides statutory authority to establish and amend benefits. The OPERS issues a stand-alone financial report that includes financial statements and required supplementary information. Interested parties may obtain a copy by making a written request to 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614) 222-6705 or 1-800-222-PERS (7377).

The Ohio Revised Code provides statutory authority for employee and employer contributions. The contribution requirements of the plan members and the commission are established and may be amended by the Public Employees Retirement Board. The 2013 contribution rate for employees was 10.0% of their covered salaries. The 2013 contribution rate for local government employers was 14.0% of covered payroll.

The portion of the Authority's contributions that was used to fund retirement and disability benefits for the years ended September 30, 2013, 2012 and 2011 was \$9,664, \$11,663 and \$11,268, respectively, which was equal to the required contributions for each year. All required contributions were made prior to each of those fiscal year ends.

NOTE 5 - POSTEMPLOYMENT BENEFITS

In addition to the pension benefit obligation described above, the OPERS provides postemployment health care coverage to age and service retirees with ten or more years of qualifying Ohio service credit with either the Traditional Plan or Combined Plan. Health care coverage for disability recipients and primary survivor recipients is available. Members of the Member-Directed Plan do not qualify for postemployment health care coverage. The health care coverage provided by the retirement system is considered another postemployment benefit as described in *GASB Statement No. 12*. Other postemployment benefits are advance-funded on an actuarially determined basis. A portion of each employer's contribution to the Traditional Plan or Combined Plan is set aside for the funding of postemployment health care. The Ohio Revised Code provides statutory authority for employer contributions. The 2013 contribution rate for local government employers was 14.0% of covered payroll. The portion of employer contributions allocated to health care for members in the Combined Plan was 6.05% during calendar year 2013.

VINTON METROPOLITAN HOUSING AUTHORITY
Notes to the Basic Financial Statements
For the Year Ended September 30, 2013

NOTE 5 - POSTEMPLOYMENT BENEFITS – (Continued)

On September 9, 2004, the OPERS Retirement Board adopted a Health Care Preservation Plan (HCPP) with an effective date of January 1, 2007. The HCPP restructures OPERS' health care coverage to improve the financial solvency of the fund in response to increasing health care costs.

NOTE 6 - COMPENSATED ABSENCES

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

Sick leave is earned at a rate of 4.60 hours per 80 hours of service. Unused sick leave may be accumulated without limit. At time of separation, employees shall be paid the value of up to 30 days of unused sick leave.

All permanent employees will earn vacation hours accumulated based on length of service. Unused vacation leave will be paid to the employees at the time of separation.

As of September 30, 2013, \$15,408 was accrued for unused sick leave and vacation.

NOTE 7 - RISK MANAGEMENT

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

NOTE 8 - 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.

VINTON METROPOLITAN HOUSING AUTHORITY
Notes to the Basic Financial Statements
For the Year Ended September 30, 2013

NOTE 9 - CAPITAL ASSETS

A summary of changes in capital assets during fiscal year 2013 were as follows:

	Balance at 10/1/12	Additions	Deletions	Balance at 9/30/13
<i>Nondepreciable Capital Assets:</i>				
Land	\$5,000	\$0	\$0	\$5,000
<i>Depreciable Capital Assets:</i>				
Building and Improvements	56,039	0	0	56,039
Equipment	11,661	0	0	11,661
Vehicles	22,999	0	0	22,999
Total Depreciable Capital Assets	90,699	0	0	90,699
Total Capital Assets	95,699	0	0	95,699
<i>Accumulated Depreciation:</i>				
Building and Improvements	(20,341)	(2,267)	0	(22,608)
Equipment	(11,661)	0	0	(11,661)
Vehicles	(22,999)	0	0	(22,999)
Total Accumulated Depreciation	(52,001)	(2,267)	0	(57,268)
Total Capital Assets	\$40,698	(2,267)	\$0	\$38,431

NOTE 10 - LONG-TERM OBLIGATIONS

Changes in the long-term obligations of the Authority during the 2013 fiscal year were as follows:

	Issue Date	Interest Rate	Principal Outstanding at October 1, 2012	Additions	Deductions	Principal Outstanding at September 30, 2013	Amount Due In One Year
Administrative Building Mortgage	2010	4.95%	\$21,031	\$0	\$2,388	\$18,643	\$2,509
Compensated Absences	n/a	n/a	16,250	9,142	9,984	15,408	1,510
Total Long-Term Obligations			\$37,281	\$9,142	\$12,372	\$34,051	\$4,019

The Authority entered into a mortgage payable obligation in fiscal year 2010 in the amount of \$26,500 at an interest rate of 4.95% for the Authority's administrative building. Payments are required on a monthly basis in the amount of \$280 with the final payment due on February 1, 2020.

VINTON METROPOLITAN HOUSING AUTHORITY
Notes to the Basic Financial Statements
For the Year Ended September 30, 2013

NOTE 10 - LONG-TERM OBLIGATIONS - (Continued)

Principal and interest requirements to retire debt at September 30, 2013, are as follows:

Year Ending September 30,	Principal	Interest	Total Payment
2014	2,509	857	3,366
2015	2,636	730	3,366
2016	2,768	598	3,366
2017	2,909	457	3,366
2018	3,057	309	3,366
2019	3,211	155	3,366
2020	1,553	17	1,570
Total of all Payments	<u>\$18,643</u>	<u>\$3,123</u>	<u>\$21,766</u>

NOTE 12 - ECONOMIC DEPENDENCY

The Authority is economically dependent on receiving operating subsidies from the U.S. Department of Housing and Urban Development (HUD).

NOTE 13 - CONTINGENCIES

Under the terms of federal and state grants, periodic audits are required and certain expenditures may be questioned as not appropriate under the terms for the grants. Such audits could lead to reimbursement to the grantor agencies. Authority's management believes disallowance, if any, will be immaterial.

In the normal course of operations, the Authority may be subject to litigation and claims. At September 30, 2013, the Authority was involved in no matters management believes will have a material effect on the basic financial statements.

NOTE 14 - NEW GASB PRONOUNCEMENTS

For fiscal year 2013, the Authority implemented GASB Statement No. 60, "Accounting and Financial Reporting for Service Concession Arrangements", and GASB Statement No. 61, "The Financial Reporting Entity: Omnibus", and GASB Statement No. 62, "Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements," and GASB Statement No. 63, "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position", and GASB Statement No. 65, "Items Previously Reported as Assets and Liabilities". The implementation of GASB Statement No. 60, 61, 62, 63 and 65 had no effect on the prior period fund balances of the Authority.

VINTON METROPOLITAN HOUSING AUTHORITY
Schedule of Net Assets - Proprietary Fund Type
FDS Schedule Submitted to HUD
For the Year Ended September 30, 2013

FDS Line Item No.	Account Description	Section 8
	ASSETS	
111	Cash - unrestricted	\$32,876
100	TOTAL CASH	<u>32,876</u>
142	Prepaid expenses and other assets	1,093
150	TOTAL CURRENT ASSETS	<u>33,969</u>
161	Land	5,000
162	Building	56,039
164	Equipment	34,660
166	Accumulated depreciation	(57,268)
160	FIXED ASSETS, NET	<u>38,431</u>
190	TOTAL ASSETS	<u><u>\$72,400</u></u>
	LIABILITIES	
312	Accounts payable <=90 days	20,650
321	Accrued wages/payroll taxes	1,950
322	Accrued compensated absences - current	1,510
348	Loan Liability-Current	2,509
310	TOTAL CURRENT LIABILITIES	<u>26,619</u>
354	Accrued compensated absences - noncurrent	13,898
355	Loan Liability-noncurrent	16,134
350	TOTAL NONCURRENT LIABILITIES	<u>30,032</u>
300	TOTAL LIABILITIES	<u>56,651</u>
508.1	Invested in capital assets, net of related debt	19,788
512.1	Unrestricted net assets	-4,039
513	TOTAL EQUITY	<u>15,749</u>
600	TOTAL LIABILITIES AND EQUITY/NET ASSETS	<u><u>\$72,400</u></u>

VINTON METROPOLITAN HOUSING AUTHORITY
Schedule of Revenues, Expenses and Change in Net Assets
Proprietary Fund Type
FDS Schedule Submitted to HUD
For the Year Ended September 30, 2013

FDS Line Item No.	Account Description	Section 8
	REVENUE	
70600-010	Housing Assistance Payments	\$731,876
71100	Investment income - unrestricted	76
71500	Other revenue	9,502
70000	TOTAL REVENUE	<u>741,454</u>
	EXPENSES	
91100	Administrative salaries	68,184
91200	Auditing Fees	5,430
91310	Book-Keeping Fee	4,038
91500	Employee benefits contributions-administrative	20,918
91600	Office Expenses	3,918
91700	Legal Expense	40
91900	Other	5,281
93100	Utilities-water	252
93200	Utilities-electricity	1,349
94200	Ordinary Maintenance and Operations-Material and Other	7,489
96100	Insurance Premiums	2,959
96200	Other general expenses	1,638
96710	Interest of Mortgage Payable	792
96900	TOTAL OPERATING EXPENSES	<u>122,288</u>
97000	EXCESS OPERATING REVENUE OVER EXPENSES	619,166
97300	Housing Assistance Payments	630,810
97400	Depreciation expense	2,267
90000	TOTAL EXPENSES	<u>755,365</u>
10000	EXCESS OF OPERATING REVENUE OVER EXPENSES	(13,911)
11030	Beginning equity	29,660
	ENDING EQUITY	<u>\$15,749</u>
11020	Debt principal payments-Enterprise fund	\$2,388

VINTON METROPOLITAN HOUSING AUTHORITY

Summary of Activities

For the Year Ended September 30, 2013

	<u>Units</u>
Section 8 Gross Number of Units	196
Section 8 Number of Units Leased	170

VINTON METROPOLITAN HOUSING AUTHORITY
Schedule of Federal Awards Expenditures
For the Year Ended September 30, 2013

Federal Grantor / Pass Through Grantor / Program Title	Pass Through Entity Number	Federal CFDA Number	Expenditures
<u>U.S. Department of Housing and Urban Development</u>			
<i>Direct from Federal Government:</i>			
Section 8 Rental Voucher Program - Contract C-5110	---	14.871	<u>\$751,042</u>
Total U.S. Department of Housing and Urban Development			<u>751,042</u>
Total Federal Financial Assistance			<u><u>\$751,042</u></u>

Note 1 - Significant Accounting Policies

The Authority prepares its Schedule of Federal Awards Expenditures on the cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, Audits of States, Local Governments and Non-Profit Organizations. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of the basic financial statements.

Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Required by Government Auditing Standards

Board of Directors
Vinton Metropolitan Housing Authority
310 W. High Street
McArthur, Ohio 45651

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America, the financial statements of the Vinton Metropolitan Housing Authority (the Authority) as of and for the year ended September 30, 2013, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements and have issued our report thereon dated January 23, 2014.

Internal Control over Financial Reporting

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

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

Board of Directors
Vinton Metropolitan Housing Authority
Independent Auditor's 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*

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

Compliance and Other Matters

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

Purpose of this Report

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

J. L. Uhrig and Associates, Inc.

J. L. UHRIG AND ASSOCIATES, INC.
Chillicothe, Ohio

January 23, 2014

**Independent Auditor's Report on Compliance with Requirements Applicable for Each Major Program
and on Internal Control over Compliance Required by OMB Circular A-133**

Board of Directors
Vinton Metropolitan Housing Authority
PO Box 487
310 W. High Street
McArthur, Ohio 45651

Report on Compliance for Each Major Federal Program

We have audited the Vinton Metropolitan Housing Authority (the Authority) compliance with the types of applicable requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133, Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended September 30, 2013. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Authority's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and 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 on compliance for the Authority's major federal programs. However, our audit does not provide a legal determination of the Authority's compliance.

Unmodified Opinion on Each of the Other Major Federal Programs

In our opinion, the District complied, in all material aspects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2013.

Report on Internal Control over Compliance

Management of Vinton Metropolitan Housing Authority is responsible for establishing and maintaining effective internal control over compliance with the type of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Authority's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program, in to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on compliance for each federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

J. L. Uhrig and Associates, Inc.

J. L. UHRIG AND ASSOCIATES, INC.
Chillicothe, Ohio

January 23, 2014

VINTON METROPOLITAN HOUSING AUTHORITY
Schedule of Findings
For the Year Ended September 30, 2013

A. SUMMARY OF AUDITOR'S RESULTS

1. Type of Financial Statement Opinion	Unmodified
2. Were there any material internal control weaknesses reported at the financial statement level (GAGAS)?	No
3. Were there any other significant internal control deficiencies reported at the financial statement level (GAGAS)?	No
4. Was there any material noncompliance reported at the financial statement level (GAGAS)?	No
5. Were there any material internal control weaknesses reported for major federal programs?	No
6. Were there any other significant internal control deficiencies reported for major federal programs?	No
7. Type of Major Program Compliance Opinion	Unmodified
8. Are there any reportable findings under § .510(a)?	No
9. Major Program (list):	Section 8 Rental Voucher Program CFDA #14.871
10. Dollar Threshold: Type A/B Programs	Type A: >\$300,000 Type B: All Other Programs
11. Low Risk Auditee?	Yes

**B. FINDINGS RELATED TO THE FINANCIAL STATEMENTS
REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS**

There were no findings related to the financial statements required to be reported in accordance with GAGAS.

C. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

There were no findings or questioned costs for federal awards.



Dave Yost • Auditor of State

VINTON METROPOLITAN HOUSING AUTHORITY

VINTON 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
APRIL 15, 2014